

Call for Applications

Instructors (Extra Service) – UB Curriculum Capstone (UBC 399)

The Office of the UB Curriculum is seeking applicants to serve as a primary instructor for the UB Curriculum Capstone (UBC 399) for the 2019-20 academic year.

The UB Curriculum is the University's innovative, student-centered approach to general education for all undergraduates. The UB Curriculum challenges students to connect concepts across experiences, the coursework inspires intellectual discovery and prepares students to succeed in a diverse and dynamic world. The program comprises 40 credits of study which are completed through four main components: UB Seminar, Foundations, Pathways and the UB Capstone. The UB Curriculum makes general education a purposeful program with a beginning and an end, where every step of the journey builds on the last, readying graduates for everything to come.

The UB Capstone is the culmination of the UB Curriculum program. It is a holistic reflection of a student's learning experiences. Through completion of this requirement, students develop the skills to integrate, apply and synthesize knowledge. This integrative approach to learning encourages students to connect concepts across a broad range of disciplines and experiences, bringing it all together—with purpose.

Position Summary:

The selected candidate will serve as a primary instructor for UBC 399: Capstone. The UB Capstone is a one-credit virtual course in which students work in UBPortfolio (powered by Digication), with the support of a UBC instructor, to create a reflective and integrative ePortfolio based on holistic learning in college coursework and lived experiences outside of the formal classroom. The UBC Capstone Instructor will teach 3 sections during the regular semesters (fall and spring).

Key accountabilities and responsibilities

- Teach up to three section(s) of UBC 399 “UB Curriculum Capstone,” an ePortfolio project required of all undergraduate students in fulfillment of their UB Curriculum requirements;
- Tutor, evaluate, grade and assess students enrolled in UBC 399;
- Provide office hour availability for students enrolled in UBC 399.

Salary:

\$3,500 per term

This is an extra service appointment

Classification Title: Instructor

In-House Title: UB Curriculum Capstone Instructor

Minimum Qualifications:

Applicants must have a current appointment at the University at Buffalo. Must possess an advanced degree with 1-3 years prior teaching experience at the college level required. Excellent written and verbal communication skills. Familiarity and facility with digital composition techniques (text, media, image). Interest in innovative pedagogy in a digital environment. Track record showcasing a high level of organizational skills, attention to detail and follow-through. Ability to speak publicly, conduct group presentations and work effectively both independently and in teams. Excellent computer and technology skills are essential. Demonstrated ability to work in a diverse environment exhibiting understanding, appreciation and respect for a wide-variety of individual differences and backgrounds.

Preferred Qualifications:

Ph.D. with 3-5 years prior teaching experience at the college level. Familiarity with integrative learning and experience facilitating reflective writing. Familiarity with UBPortfolio (Digication) or other electronic portfolio platforms. Experience delivering online courses and experience with associated technologies.

Work Hours: Training for Capstone Instructors will be provided prior to the start of the fall semester. While most course activities for UBC 399 sections will take place in an asynchronous course management system (UBPortfolio), Capstone Instructors are expected to provide regular office hours, including one in-person office hour per week.

The Application Process:

To apply for a Capstone Instructor position, please submit a cover letter and curriculum vitae (CV) or resume to Dr. Jeffrey Kohler, Capstone Clinical Instructor, at jkohler2@buffalo.edu. Applications will be reviewed on a rolling basis through July 31, 2019.