

Writing Instructor, School of Humanities and Social Sciences, Nazarbayev University

The School of Humanities & Social Sciences (SHSS) at Nazarbayev University invites applications for Instructors in the Writing Center. The SHSS Writing Center has been supporting the School of Humanities and Social Sciences since 2012, and is in the process of expanding to serve the wider university community. We are looking for candidates who want to work with motivated students and contribute to our developing program. Successful candidates will be expected to teach first year composition and/or public speaking courses, as well as discipline or division specific writing courses at intermediate and advanced levels. Instructors will also serve as tutors in the Writing Center, and may teach Communication courses or be involved in developing courses and workshops to support other undergraduate schools, graduate programs, and faculty across the university.

Essential Qualifications

- A Masters degree in English, Rhetoric and Composition, Science Writing, Professional/Technical Writing, Communication, or related fields
- 3+ years of experience teaching writing at a tertiary level
- Excellent communication and collaboration skills
- An appreciation for flexibility in a developing context
- An interest in continuing professional development

Preference will be given to applicants with experience working in international settings and expertise in teaching writing for STEM disciplines or teaching Communication courses.

This is a three-year appointment with the possibility of renewal.

Applicants should submit a cover letter, curriculum vitae, teaching philosophy, and three letters of reference including at least one from someone who can address the candidate's teaching abilities. Enquiries and applications should be directed to hr.shss@nu.edu.kz. Please send all materials as attachments. Incomplete applications will not be accepted.

We are hiring candidates to begin in August 2018. Applications will be considered until the positions are filled, but applications received by November 30 will receive fullest consideration for the next round of interviews in mid-December. Only short-listed candidates will be notified.

Nazarbayev University was launched in 2010 as a premier national and regional university, partnering with some of the most internationally recognized names in Higher Education. The strategic partner of the SHSS is the University of Wisconsin-Madison. Admission to NU is highly competitive, and the student body is selected from the top high schools throughout the country and region. Most students participate in a foundation year program, and thus enter the School of Humanities and Social Sciences with extensive English language training and academic preparation. SHSS programs emphasize student-oriented learning, with small class sizes and a low student-to-faculty ratio of about 12:1. All classes are taught in English.

Nazarbayev University offers an attractive benefits package, including:
competitive compensation;
housing based on family size and rank;
relocation allowance;
air tickets to home country, twice per year;

no-cost medical insurance, with global coverage;
educational allowance for children.