

**St. Cloud State University
Faculty – Alnwick, England
Position Description 2013-14**

Faculty Responsibilities

Pre-Departure

1. Work closely with Academic Director to actively recruit student participants beginning at least one year in advance of the program.
2. Assist with study abroad fair, freshmen orientation, presentations to large classes, etc. as needed.
3. Advise students about the program.
4. Collaborate and communicate effectively with academic director on recruiting for and planning of the program.
5. Participate in the CIS orientation prior to departure.
6. Participate in the INTL101 class as directed by the Academic Director.

Teaching

1. Teach undergraduate classes. Normally the teaching load is 9-10 semester credits with a minimum of three courses. The courses must be made relevant to the British Culture.
2. Participate in the special cultural and extracurricular activities offered to students as official parts of the program (e.g. attend and participate fully in all field trips, host family activities, and Alnwick community functions).
3. Exercise mutual respect toward your British colleagues in conducting teaching, field trips and other program-related activities.
4. Interact with students outside of the classroom (e.g. eating meals with the students, going to the theater, chatting in the common room, providing recommendations for travel plans).

NOTE: Faculty teaching in the British Studies Program are expected to do more than simply teach their courses. The program provides an excellent opportunity for faculty to interact with students on a daily basis in ways not normally possible on campus.

5. Uphold SCSU academic and residential policies.
6. Remain on site for the duration of the entire program. This requires a commitment not interrupted by leaves for professional conferences, personal consulting, or any other activities which require an absence from Alnwick.
7. Accompany and actively engage with program participants on all program-wide activities for the duration of the program except for official breaks unless prior approval has been granted by CIS and your Dean.

Upon Return

1. Actively support international opportunities upon returning to SCSU.
2. Submit a report upon return to the International Studies Committee and the Associate Vice-President for Academic Affairs/International Studies highlighting your professional development growth and your action plans to internationalize the courses you teach and/or a degree program in your department or division.

NOTE: This report is due within 30 days of return along with a presentation of your report to the British Studies Sub-committee.

Faculty Qualifications

1. Ability to teach effectively.
2. Ability to offer a variety of courses including course(s) that meet general education requirements and / or courses that appeal to or meet the curricular needs of a large number of students, and courses that are relevant to the host culture;
3. Willingness and ability to work effectively with and be available to students, faculty, SCSU staff, castle staff and community, prior to, during and after the program.
4. Willingness and a desire to contribute to student growth and development prior to, during and after the program.
5. Flexibility and willingness to embrace cultural and structural differences.

Note: Where determined equally acceptable, preferences will be given to a person who has participated less frequently in SCSU international programs.

Revised: Nov. 4, 2011