

HOFSTRA UNIVERSITY – FACULTY POSITION SPECIFICATION

FACULTY TITLE: Title on Job Requisition Form (Title will be posted as written here)

SCHOOL/DEPARTMENT: Unit/School, Department

POSITION NUMBER: #####

INCUMBENT: Name

DATE UPDATED: Date last updated

ABOUT HOFSTRA

At Hofstra University, intellectual curiosity is not just aspirational – it is central to how we engage on a daily basis. Hofstra faculty work within a diverse scholarly community committed to student success, intellectual discovery, free inquiry, inclusivity, and collaboration. Enrolling more than 10,000 students, Hofstra offers students an array of undergraduate and graduate academic programs spanning the arts, humanities, sciences, business, engineering, law, health care, communications, and more. Our accomplished faculty collaborate with students to explore interdisciplinary questions and produce innovative research that lays the foundation for future personal and professional success. With a beautiful campus in Hempstead, NY, Hofstra's location seamlessly merges the tranquility of coastal suburban living with the boundless opportunities of nearby New York City.

Hofstra University seeks candidates who will contribute to a supportive climate for students, faculty, and staff of all identities and backgrounds. We especially encourage women, people of color, members of the LGBTQ+ community, veterans, and people with disabilities to apply.

DESCRIPTION OPENING: School's introduction/invitation for applications.

SCHOOL NAME is pleased to invite applications for a tenure-track POSITION NAME in the Department of DEPARTMENT NAME at Hofstra University. The DEPARTMENT NAME welcomes applications in AREAS OF FOCUS.

Describe the DEPARTMENT, including mission, major degree programs, accreditation specific information about students, facilities, and/or other attributes of note. *The Office of the Provost can provide specific information about student enrollment with advanced notice.*

DESCRIPTION: Characteristic duties and responsibilities of the position outlined in bullet format (if possible).

The POSITION NAME's responsibilities will include, but are not limited to:

- Teach core courses in ...
- Develop and administer the department's ...
- Research and scholarship in AREA OF FOCUS as evidenced by...
- Supporting efforts to create a diverse, equitable, and inclusive environment for faculty, staff, and students.

MINIMUM QUALIFICATIONS: Minimum qualifications for consideration outlined in bullet format.

- An earned doctorate (Ph.D. or equivalent) etc. in DISCIPLINE or a closely related field at the time of appointment.
- Demonstrated record of academic scholarship, research, and other scholarly activities...
- Successful candidates will have demonstrated a commitment to promoting equity, diversity, and inclusion in an educational environment.

PREFERRED QUALIFICATIONS (if any): Preferred qualifications outlined in bullet format.

Preferred Qualifications should be minimal and not qualities or attributes that are integral to the position.

- Industry certifications, including...

SPECIAL INSTRUCTIONS: This section details the documents needed to apply in bullet format.

Departments are encouraged to request a diversity, equity, and inclusion statement or specify that candidates address DEI elsewhere in their application materials, such as a cover letter or teaching statement.

Please upload the following with your application for consideration:

- Cover letter
- Curriculum vitae
- Teaching statement including evidence of effectiveness as an educator and approach to creating an inclusive learning environment
- A statement on how you will contribute to diversity, equity, and inclusion within the department, describing your plan to address DEI in your teaching, mentorship, scholarship, and service [optional, at department's discretion]
- Email address and phone number of three professional references

All applications received by DEADLINE DATE will receive full consideration. Inquiries should be directed to DEPARTMENT/CONTACT EMAIL ADDRESS.

PEOPLEADMIN INSTRUCTIONS: Please indicate the full names of the individuals that will be assigned to the user groups below.

Hiring Manager –

Search Chair –

Search Committee Member(s) –