



Position Description

| General Information | |
|---|--|
| UW System Title: | Lecturer |
| UW System Code: | TL020 |
| Business Title: | Spanish Lecturer |
| Supervisor's Business Title: | Assistant Dean |
| Hours/Shift/Work Schedule: | Academic Semester Appointment |
| Check as needed: | <input type="checkbox"/> Weekends <input type="checkbox"/> Holidays <input type="checkbox"/> Evenings <input type="checkbox"/> On call <input type="checkbox"/> Varied hours |
| Principal Work Location: | Main Campus |
| Department: | Department of World Languages and Literatures |
| Supervisory Position: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Employee Category: | <input type="checkbox"/> University Staff <input checked="" type="checkbox"/> Faculty/Academic Staff/Limited |
| FLSA Status: | <input type="checkbox"/> Non-exempt (hourly) <input checked="" type="checkbox"/> Exempt (salaried) |
| Date Created/Updated: | 4/19/2023 |
| Position of Trust: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| (Defined as: Having property access, financial/fiduciary duties, and all executive positions) | |
| Position of Trust with Access to Vulnerable Populations: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| (Defined as: Responsibilities require unsupervised or significant access to vulnerable populations, defined as minors and medical patients. For purposes of this policy, a minor is a person under the age of eighteen (18) who is not enrolled or accepted for enrollment at a UW System institution. Examples of settings with vulnerable populations include child care centers, summer camps for minors, precollege or enrichment programs, and health care facilities. For additional information, view the University of Wisconsin System Criminal Background Check Policy .) | |

Department Description

The University of Wisconsin-Stevens Point Department of World Languages and Literatures houses 4 majors and is currently staffed with 5.5 tenure-track faculty and 1 academic staff member. The department prides itself on providing students with the knowledge and skills necessary for success in a wide range of career paths: language teaching, global education, domestic and international non-profit organizations. The study of world languages prepares students to communicate effectively across cultures, think logically and critically, value diversity and promote global cultural competencies. Graduates engage the world ready to flourish as global citizens, to assume leadership positions, and to exercise professional adaptability in the face of a rapidly changing world.

Position Summary

The Department of World Languages and Literatures at the University of Wisconsin – Stevens Point invites applications for Spanish Lecturer to begin in Fall 2023. Candidates should be prepared to teach all levels of Spanish language and Spanish-speaking cultures. Requirements include native or near-native fluency in Spanish and English and M.A. in Spanish or in a field related to Spanish literature and/or Spanish language instruction. ABD status or Ph.D. is preferred. We are looking for candidates with demonstrated successful language teaching experience, an ability to work effectively with educational technologies used in language teaching and learning in different modalities (online, hybrid, and face-to-face instructions), and who are versed in proficiency-oriented language instruction. Appointments could be up to 12 credits per semester (1.0 FTE). This is not a remote position.

The application should include the following: cover letter, curriculum vitae, statement of teaching philosophy, names of three references, and samples of recent teaching evaluations.

| Primary Responsibilities (as a guideline, use Job Responsibilities from Job Overview section of the Job Library and support using specifics of the position) | % of Time |
|---|------------------|
| A. Undergraduate Teaching <ul style="list-style-type: none"> Teach various Spanish courses at the intermediate level | 90 |
| B. Service <ul style="list-style-type: none"> Department Service Activities Professional Development | 10 |
| | |

Qualifications – Knowledge, Skills, and Abilities:

Required Knowledge, Skills, and Abilities

- Earned the minimum of a master's degree from an accredited college or university in Spanish, Hispanic Studies, or related fields.
- Demonstrated ability to teach beginning and intermediate undergraduate courses in Spanish that meet the WLL program learning outcomes at UWSP ([click here](#)).

Preferred Knowledge, Skills, and Abilities

- ABD status or earned doctorate in Spanish or related field.
- Demonstrates commitment to reflective teaching practices and successful language teaching experience.
- Demonstrates an ability to work effectively with educational technologies used in language teaching and learning in different modalities (online, hybrid, and face-to-face instructions).
- Demonstrates experience and success in proficiency-oriented language instruction.

Other – Knowledge, Skills, and Abilities:

- ☐ Job Requires Driving a State Vehicle
- ☐ Pre-employment Physical Assessment Required
- ☐ Pre-Employment Financial Check Required
- ☐ Independent travel is a core function of the job
- ☐
- ☐

Physical Effort/Demands:

| | Never (0%) | Seldom (1-10%) | Occasionally (11-33%) | Frequently (34-66%) | Continuously (67-100%) |
|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------------------------|
| Sitting | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Standing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Walking | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lifting (arms above your head to reach high and/or difficult areas) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kneeling | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Squatting | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Stooping | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lifting 0-10 pounds | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | |
|---|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Lifting 11-20 pounds | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lifting 21-30 pounds | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lifting 31-50 pounds | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Equipment Operated: | | | | | |
| <ul style="list-style-type: none"> Various computer systems and/or software, calculator, fax machine, office copier, telephone, and other electronic office devices. | | | | | |
| Working Environment: | | | | | |
| The noise level in the work environment is usually quiet. | | | | | |

This position description should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of the job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated on this description.

This position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

UW-Stevens Point is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the University will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee Name

Date

Employee Signature

Date

Supervisor Name

Date

Supervisor Signature

Date