



## **WILLIAM V.S. TUBMAN UNIVERSITY**

**Tubman Town, MARYLAND COUNTY**

**MAILING: P.O. BOX 3570 HARPER, MARYLAND COUNTY, REPUBLIC OF LIBERIA, WEST AFRICA**  
**Monrovia Office: 25<sup>th</sup> Street & Tubman Boulevard, Sinkor, Monrovia, Liberia**

### **External Vacancy**

**Job Title:** Associate Professor or Professor  
**Department:** Various  
**FTE:** Full time - 40 hours  
**Accountable to:** Vice President, Graduate School/Dean of Colleges  
**Location:** Harper, Liberia  
**Start Date:** April 1, 2023  
**Closing Date:** February 24, 2023

### **POSITION DESCRIPTION**

William V. S. Tubman University seeks talented, experienced, and inspirational scholars and academicians to serve as full-time faculty members (Associate Professors and Full Professors). The responsibility of a faculty member includes some or all the following: teaching, student advising, research and creative activities, service and cooperative extensions, and administrative responsibilities. Responsibilities may include involvement in off-campus, evening or weekend duties, as well as student recruitment, retention, and placement efforts.

### **ABOUT THE UNIVERSITY**

William V. S. Tubman University is the second public university in Liberia and is located in the southeastern city of Harper in Maryland County. The University was transformed from a Technical College created in 1978 to a full fledge university in 2009. William V. S. Tubman University aspires to be a center of quality and excellence. Its mission is to provide quality educational experiences that transform the lives of individuals for worthy services. Since its creation in 2009, the university has graduated 1,116 students.

The University offers bachelor's degrees in 24 disciplines across six (6) colleges – College of Engineering & Technology, College of Agriculture & Food Sciences, Elizabeth Davis-Russell College of Education, College of Health Sciences, College of Business & Management, and College of Arts and Sciences. In addition to the undergraduate programs, the University will receive its first batch of graduate students in March 2023. Graduate programs include MSc/Meng in Engineering Management, Master of Global Public Health, Master of Health Administration, Master of Education in Educational Leadership (Principalship), Master of Education in Curriculum & Instructions, Master of Science in Agronomy, Master of Science in Environmental Science, Master of Arts in

Demography & Population Studies, and Master of International Human Resource Management.

## **ESSENTIAL DUTIES & RESPONSIBILITIES**

### **Teaching**

Teaching responsibilities will include time spent in the classroom, laboratory or in online courses and in immediate preparation for them; maintaining and improving competence in subject being taught; preparing teaching materials; conferring with students on course materials; directing dissertations, theses, and research projects; directing individual and group studies and practica; reviewing written examinations and papers; evaluating artistic presentations; supervising independent study projects, and supervising or teaching clinical internships or programs. As a rule, 12 credit hours of teaching will equate to full-time teaching load. Professional peer review is an essential feature of effective teaching.

### **Advising**

Student advising includes time spent meeting with students regarding academic, curricular and career matters.

### **Research and Creative Activity**

Research includes:

1. Work conducted to create and add to knowledge in a field, including the advancement of new theories and principles
2. Expansion and interpretation of existing ideas, theories, and principles
3. Improvement and application of knowledge, especially in new settings.

Open dissemination and professional peer review are essential features of research productivity. Creative activity includes sustained artistic endeavor in composition, production, or performance. Again, dissemination and peer review are hallmarks of productive creative activity.

### **Service and Cooperative Extension**

Services to the University community include service on the Faculty Senate and university, college, and departmental committees. Professional service implies the use of academic and professional expertise to serve your profession, the community, the nation, and the world. Cooperative extension includes identifying current needs, adapting research results into contemporary language usable by Extension Educators and lay people, providing subject matter process training to Extension Educators to increase their teaching capacity, serving as a subject matter specialist in support of Extension Educators, presenting research supported information and education, providing leadership in identifying and presenting cutting-edge technology in their discipline, developing interdisciplinary approaches to problem-solving, and collaborating with research and teaching faculty to stay current in their fields.

### **Administration**

Administrative responsibilities include major service assignments within a department or college, such as acting as a department chairperson, etc.

### **Other Aspects of Faculty Performance**

Collegiality, as well as professional and ethical conduct, enhances teaching, learning, and general reputation of all persons. Therefore, all faculty members are expected to serve a collegial fashion and in accordance with professional and ethical principles when dealing with other faculty members, students, administrators, and members of the public.

### **AVAILABLE POSITIONS (10 POSITIONS AVAILABLE)**

1. Public Health
2. Healthcare Administration
3. Curriculum & Instructions
4. Management Sciences/Human Resource Management
5. Agronomy
6. Demography/Population Studies
7. Environmental Science
8. Engineering Management

### **POSITION REQUIREMENTS**

- PhD in one of the disciplines above or in a closely related discipline
- Proven academic leadership
- Recognized achievement in scholarship, research, and practice at a national (and preferably international) level
- Evidence of a leadership and development role in high quality teaching at undergraduate and postgraduate levels
- Evidence of high quality, internationally recognized publications or other relevant outputs in research or leading-edge practice
- Evidence of a positive contribution to the administration and general life and work of an academic institution
- Excellent written and verbal communication skills
- Strategic thinker
- Able to communicate complex and conceptual ideas to a range of groups
- Able to use a variety of delivery techniques to enthuse and engage students
- Demonstrable commitment to improving student experience. Experience of successfully
- Developing teaching curriculum and managing quality enhancement in a HE environment
- Managing and leading others and managing resources effectively
- Setting clear performance expectations for self and others and achieving measurable, evidenced, outcomes.
- Leading high quality collaborative research projects.

### **OTHER ATTRIBUTES:**

- In depth knowledge of specialism to enable the development of new knowledge, innovation and understanding in the field
- Thorough understanding of University management systems and the wider higher education environment, including equal opportunities and inclusivity issues
- Strong record in attracting research and/ or scholarship funding or other income generation
- An active and supportive approach to interdisciplinary and multi-disciplinary research that will help foster interactions within the University and externally
- Able to demonstrate independent and self-managing working styles.

#### **APPLICATION:**

Interested individuals should submit the following to be considered:

1. Statement of Research Interest
2. Curriculum Vitae
3. Salary expectation
4. Names and Contact details of two referees
5. Student copy of all earned degree certificate and transcripts. (Successful candidates will be required to request official transcripts to be sent to Tubman University.)

All applications should be sent to [jobs@tubmanu.edu.lr](mailto:jobs@tubmanu.edu.lr) no later than the close of business (GMT) on Friday, March 3, 2023.