

University of Great Falls

Faculty Hiring Information

For 2012-2013 Academic Year

APPLICATION MATERIALS (sent to facultyapplication@ugf.edu)

1. Application Letter addressed to our university - **required**
2. Curriculum Vitae – **required**
3. References: Contact information for 3 professional – **required**
Letters from references (professional & personal) – **helpful**
4. Unofficial transcripts – **desired**
5. Philosophy of Teaching - **required**
6. Courses taught in the discipline – **required**
7. Student, peer, supervisor evaluations - **helpful**
8. Immigration Information (*required, if applicable*)

AREAS OF INTEREST FOR 'FIT' WITH UGF

1. Contribution you can make to the UGF Academic Community
2. Contribution you can make to the Mission of UGF as a private, Catholic, liberal arts university
3. Experience in, and interest in, Distance Education and Integrated Learning Communities

PROCESS

- Step 1. Review of applications (**begins December**)
- Step 2. Selection for telephone interviews (**begins mid-January**)
Note: *Applicants in this group will be asked to provide a 15 minute video sample of a teaching session on any topic within their discipline and to provide samples of syllabi.*
- Step 3. Selection for campus visit

TIMELINE – All steps in the processing are simultaneous and will continue until the position is filled

SALARY RANGE – \$32,000 - \$45,000 (dependent on degree qualifications and experience)