

Preceptorship in Chemistry(Introductory Courses)

Position

Title	Preceptorship in Chemistry(Introductory Courses)
School	Faculty of Arts and Sciences
Department/Area	Department of Chemistry and Chemical Biology
Position Description	<p>The Department of Chemistry and Chemical Biology at Harvard University seeks applications for a Preceptor in Chemistry. The Preceptor position offers the applicant the opportunity to work closely with Harvard faculty and students to develop and implement innovative curricula and course materials. Preceptors are expected to launch a successful teaching career by developing superior teaching and administrative abilities as part of a team of educators.</p> <p>The Preceptor in Chemistry is responsible for designing and supervising the laboratory and discussion section components of two introductory chemistry/physical science courses. This entails: (1) overseeing course administration and supervising and training a large teaching fellow staff; (2) acting as primary liaison between instructional staff and laboratory support group; (3) working with faculty to prepare problem sets, section activities, review sessions, laboratory experiments and written examinations and to develop innovative instructional materials; and (4) teaching weekly review lectures or leading recitation sections and laboratories. The Preceptor will collaborate with the entire undergraduate staff to teach Chemistry 301, a teaching practicum for first-year graduate students in chemistry.</p> <p>The preceptor is a non-ladder teaching faculty position. The initial appointment is for three years, renewable on a yearly basis for up to eight years, contingent upon performance, enrollments, and curricular need.</p>
Basic Qualifications	Training and experience in chemical synthesis and/or experimental physical chemistry; or closely allied field.
Additional Qualifications	Superior organizational, written, and interpersonal communication skills. A strong doctoral record in organic or inorganic chemical synthesis, or experimental physical chemistry, is preferred. Experience teaching/mentoring undergraduate students in a laboratory setting is also strongly preferred.
Special Instructions	<p>Please submit the following materials through the ARIES portal (http://academicpositions.harvard.edu/postings/6232).</p> <ol style="list-style-type: none">1. Cover letter2. Curriculum Vitae3. Statement of Teaching Philosophy4. Names and contact information of three to five references (three letters of recommendation are required, and the application is complete only when all three letters have been submitted) <p>Applications will be reviewed until the position is filled:.</p>
Contact Information	If you should should have difficulty uploading your documents, please contact George O'Shea, search administrator, oshea@fas.harvard.edu or (617) 496-0932
Contact Email	oshea@fas.harvard.edu
Equal Opportunity Employer	We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions or any other characteristic protected by law.
Minimum Number of References Required	3
Maximum Number of References Allowed	5

Supplemental Questions

Required fields are indicated with an asterisk (*).

Applicant Documents

- Required Documents**
1. Curriculum Vitae
 2. Cover Letter
 3. Statement of Teaching Philosophy
- Optional Documents**