**Begin Date:** Varies as vacancies arise

**Review Date:** Ongoing as vacancies arise

**Contract Period:** Varies

**Salary:** Commensurate with experience and qualifications

**Job Info:** In anticipation of possible openings throughout the academic year and summer sessions, the [DEPARTMENT NAME] maintains a pool of qualified persons interested in part-time non-tenure-track teaching positions.  Applications are accepted continuously for part-time, non-tenure-track positions and reviewed as vacancies become available.  There may not be an actual vacancy at the time you apply.

**Position Responsibilities:** Include a general summary of responsibilities and expectations common to all part-time non-tenure track positions.

**Required Qualifications:** This should include a list of degrees required and any other requirements common to all part-time non-tenure track positions, such as prior teaching experience, demonstrated currency in the discipline, etc.

**About the Department:** Consider providing a brief summary of the department (consider excluding when paying by the line for advertisements)

**Application** **Info:** Provide instructions on how to apply.

Example: To assure full consideration, send a letter of application, resume including transcripts, and contact information for three references to:

Applications will be reviewed as vacancies become available.

Illinois State University values diversity and is an Equal Opportunity/Affirmative Action employer.