

## **Visiting Instructor/Assistant Professor of Chinese Language Xavier University of Louisiana**

Xavier University of Louisiana, a top Historically Black University and College (HBCU) and the only Historical Catholic higher education institution in the U.S., is recruiting a Visiting Instructor/Assistant Professor of Chinese Language (“Visiting Faculty”) through National Cheng Kung University (NCKU).

The Visiting Faculty will be on a J-1 Exchange Scholar/Professor visa status, who will start teaching in Spring 2024, to continue and expand the Chinese language program at Xavier, which has offered for-credit courses through the Department of Languages since Spring 2012. In the fall 2018 the University implemented a Minor in Chinese. Students who have earned 18 credits receive the Chinese Minor on their transcripts.

### **Responsibilities**

The Visiting Faculty will be a full-time faculty at the Department of Languages, College of Arts and Sciences and a valuable member of Xavier University of Louisiana. As such, the Visiting Faculty is expected to fulfill responsibilities commensurate with those of a regular, full-time faculty at Xavier, including:

- Teaching a 4 and 4 load for the fall and spring semesters, and possibly a 5<sup>th</sup> independent study course one or both semesters to fulfill upper-level requirements for Chinese minors;
- Advising and mentoring students, particularly on learning Chinese;
- Administering placement tests for students who have studied Chinese previously;
- Promoting teaching and learning resources focused on the Mandarin Chinese language;
- Promoting and administering the Mandarin Chinese language tests;
- Assisting students applying for scholarships in the U.S. and abroad, for instance guiding students on writing mutual understanding/community impact essays for the federal Gilman Scholarship, as well as on the Critical Language Scholarship;
- Creating and leading study abroad in Taiwan programs;
- Committing to outreach with the local community, including K-12 and colleges in the Greater New Orleans area and in Louisiana to expand Mandarin Chinese learning;
- Assisting with facilitating faculty and student exchanges with NCKU;
- Facilitating English to Chinese written translations for Xavier;
- Assisting with mutual visits between Xavier and NCKU/ other institutions in Taiwan;
- Organizing major festival or activities, attend University Open House, career fairs, and other events (which may be conducted after work hours);
- Actively participating in Departmental, College, and University meetings, committees, and events;
- Any other duties deemed necessary by Xavier that promote the University Mission and advance the Mandarin Chinese program.

In addition to the above responsibilities, the Visiting Instructor/Assistant Professor of Languages may be involved in, but not limited to, planning, recruiting and leading students to study abroad in Taiwan programs in the summer. The Visiting Faculty may have to do additional work assigned by NCKU in order to be eligible to continue receiving retirement and other benefits

from Taiwan. The Visiting Faculty will be supervised by Dr. Elizabeth Rousselle, Head of the Department of Languages & Mellon Foundation Endowed Professor.

### **Qualifications**

The candidate for the Visiting Instructor/Assistant Professor position must meet the criteria below:

- 1) An M.A. or above degree in Chinese language and/or literature
- 2) At least two years of f Mandarin Chinese teaching experience
- 3) Bilingual in Chinese and English, with Chinese as the native language and fluency in English listening, speaking, reading and writing; high fluency in simplified Chinese characters
- 4) Experience advising students
- 5) Ability to work in a multi-culture/multi-ethnic environment with faculty, staff and students
- 6) Knowledge and experience in organizing cultural activities
- 7) Familiarity with everyday computer software, including Word, Excel, Powerpoint, and online instructional and communication platforms

### **Preferred Skills/Experiences/Qualifications**

- 1) Excellent pedagogical skills
- 2) Experiences and/or skills promoting the Chinese courses and recruiting students for the Chinese program. The Visiting Faculty must be highly dedicated to recruiting students to the Chinese program.
- 3) Demonstrated experiences serving students
- 4) Teamwork and interpersonal skills

### **Salary**

Annual salary is \$35,600-\$40,600 from Xavier, depending on the experiences and qualifications of the candidate. The chosen candidate is eligible to participate in Xavier provided medical plans also. For references, candidates can check [https://www.xula.edu/human-resources/2023\\_xavier-benefit-guide-1.pdf](https://www.xula.edu/human-resources/2023_xavier-benefit-guide-1.pdf).

### **Application Procedure**

Xavier University of Louisiana will work with NCKU to select a qualified candidate for the Visiting Instructor/Assistant Professor of Chinese Language position. NCKU will collect all qualified applications together and forward to Xavier as a group via Dr. Elizabeth Rousselle: [esrousse@xula.edu](mailto:esrousse@xula.edu).

- 1) Letter of Interest
- 2) Resume or CV
- 3) Names and contact information of three references
- 4) Video link about the candidate's teaching of a 50 to 75 minute Chinese language class

### **About Xavier:**

Founded in 1925 by Saint Katharine Drexel and the Sisters of the Blessed Sacrament, Xavier University of Louisiana is Catholic and Historically Black. Located in New Orleans, the ultimate purpose of the University is to contribute to the promotion of a more just and humane society by

preparing its students to assume roles of leadership and service in a global society. This preparation takes place in a diverse learning and teaching environment that incorporates all relevant educational means, including research and community service.

Xavier is an Affirmative Action/Equal Opportunity Employer.