

Link to apply:

<https://careers.umass.edu/amherst/en-us/job/514142/undergraduate-advisor-lecturer-history-and-college-of-humanities-fine-arts>

Undergraduate Advisor Lecturer - History and College of Humanities & Fine Arts

About UMass Amherst

UMass Amherst, the Commonwealth's flagship campus, is a nationally ranked public research university offering a full range of undergraduate, graduate and professional degrees. The University sits on nearly 1,450-acres in the scenic Pioneer Valley of Western Massachusetts, and offers a rich cultural environment in a bucolic setting close to major urban centers. In addition, the University is part of the Five Colleges (including Amherst College, Hampshire College, Mount Holyoke College, and Smith College), which adds to the intellectual energy of the region.

Job Description

The History Department and the College of Humanities and Fine Arts at the University of Massachusetts Amherst invite applications for an Undergraduate Career Advisor Lecturer position.

The successful candidate will teach 3 courses per year for the HFA Dean's Office (specifically, career courses) and three courses per year for the Department of History (1 career course and 2 courses on historical topics). Besides assigned teaching, the position requires weekly office hours and advising, informed by up-to-date knowledge of department and university requirements, career development resources, and student support systems. The Undergraduate Career Advisor Lecturer will report to the Chair of the Department of History in consultation with the Undergraduate Program Director and will work closely with the Director of Career Development in the College of Humanities and Fine Arts.

Duties include meeting with students one-on-one to work on applications and internships, producing a career development event series, publishing a yearly internship catalog, producing an annual history alumni networking dinner, facilitating alumni/student interactions (mentors, workshops, internships) for the Department of History and the College. Additional advising duties may be assigned according to the needs of the department and the College.

Attendance at the annual on-campus majors fair, at University of Massachusetts open houses for prospective students, and at other informational and outreach meetings will also be required, along with attendance at undergraduate studies committee meetings and campus-wide advisor network meetings when desired by the Undergraduate Program Director.

This is a full-time (9-month) non-tenure-track position beginning September 1, 2022. Initial two-year appointment with the possibility of renewal contingent upon satisfactory performance and funding. Salary is commensurate with qualifications and experience. Interviews will be conducted by video conference.

Requirements

Candidates must have an MA in History or related field (Ph.D. and certificate or degree in Public History preferred), three or more years' experience developing and implementing career development programming for history or humanities undergraduates, three or more years' experience in marketing and event production, experience teaching at the college level, experience in budget management, ability and willingness to travel with some nights or weekends away, excellent interpersonal and communication skills, and ability to work with diverse populations/students.

Additional Information

The Department of History and the College of Humanities and Fine Arts are committed to sustaining a diverse, inclusive community of faculty, students, and staff with the conviction that such an environment promotes learning and cultivates ethical, informed, and prepared citizens. We are especially interested in qualified candidates whose teaching and service reflect engagement with varied perspectives and constituencies.

Application Instructions

Along with the application, please [submit](#) a curriculum vitae, cover letter, writing sample, statement of teaching and advising philosophy, evidence of teaching excellence, and contact information for three (3) professional references.

For questions, contact Brian Ogilvie, History Department Chair, at ogilvie@history.umass.edu.

UMass Amherst is committed to a policy of equal opportunity without regard to race, color, religion, gender, gender identity or expression, age, sexual orientation, national origin, ancestry, disability, military status, or genetic information in employment, admission to and participation in academic programs, activities, and services, and the selection of vendors who provide services or products to the University. To fulfill that policy, UMass Amherst is further committed to a program of affirmative action to eliminate or mitigate artificial barriers and to increase opportunities for the recruitment and advancement of qualified minorities, women, persons with disabilities, and covered veterans. It is the policy of the UMass Amherst to comply with the applicable federal and state statutes, rules, and regulations concerning equal opportunity and affirmative action.