

SDSU Global Campus

Pool Position: Part-Time Temporary Instructors

Human Resource Management Certificate Program

SDSU Global Campus is accepting applications for its pool of temporary instructors to teach courses in the following areas of Human Resource (HR) Management.

Introduction to HR, HRM and the Law I & II, Talent Acquisition, HR Training and Development, Performance Management, Compensation, Health & Safety, Ethics in the Workplace, Business Writing for the Workplace, Emotional Intelligence, Diversity & Inclusion, and Capstone: Applying HRM.

Applicants should have experience teaching in both a classroom and on-line setting, demonstrate a thorough and accurate knowledge of the field of Human Resource Management; display an ability to interpret and evaluate the theories of the field; connect their subject matter with related fields; stay current in their subject matter through professional development, involvement in professional organizations, and attending professional meetings, conferences, or workshops; and learn and use technology to enhance teaching and the education experience when appropriate.

Instructors plan and organize instruction in ways that maximize documented student learning; employ appropriate teaching and learning strategies to communicate subject matter to students; adopt instructional methods and strategies to meet diverse student needs; employ available instructional technology and interactive technology; encourage the development of communication skills and higher order thinking skills through appropriate assignments; contribute to the selection and development of instructional materials in accordance with course objectives; incorporate core competencies into curriculum; develop, update, and post course syllabi in a timely manner; and use the appropriate online learning platform for posting readings and assignments.

Instructors are required to

- Demonstrate sensitivity to student needs and circumstances
- Establish meaningful learning outcomes for courses

- Develop and explain methods which measure student progress toward student learning outcomes
- Evaluate student performance fairly and consistently
- Return student work promptly to promote maximum learning
- Maintain accurate records of student progress and submit final grade/score rosters each semester according to established deadlines
- Ensure accessibility to colleagues and students for advisement and consultation
- Prepare, distribute and submit syllabi and approved course outlines for all assigned courses in accordance with Global Campus policy
- Maintain confidentiality of student information; exercise stewardship of college facilities and materials; record and provide attendance data in accordance with Global Campus policies and procedures

To apply, submit a cover letter, resume, letters of recommendations, and references to SDSU Global Campus Instructor Recruiter at instructor.ces@sdsu.edu.

Applicants with disabilities requiring assistance may call **(619) 594-2099**

To learn more about SDSU Global Campus please visit [SDSU Global Campus](#).

SDSU encourages applications from individuals with demonstrated experience in and/or commitment to teaching and working effectively with individuals from diverse backgrounds and members of underrepresented groups.

San Diego State University is not a sponsoring agency for staff or management positions (e.g., H-1B visa). Applicants must currently be authorized to work in the United States on a full-time basis. Offers of employment are contingent upon the presentation of documents that demonstrate a person's identity and authorization to work in the United States, which are consistent with the provisions of the Immigration Reform and Control Act.

The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment. A background check (including a

criminal records check) must be completed before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

SDSU is an equal opportunity employer and does not discriminate against persons on the basis of race, religion, national origin, sexual orientation, gender, gender identity and expression, marital status, age, disability, pregnancy, medical condition, or covered veteran status