MidAmerica Nazarene University is seeking a **Writing Specialist** to join the University’s leadership team. The Writing Specialist reports to the Director of the Kresge Academic Support Center and is responsible for creating an innovative and student centered writing across the disciplines program for undergraduate students. The program includes developing a cutting edge developmental writing program along with writing integration opportunities for all undergraduate students in all discipline areas. This is a grant funded position that is renewable annually based on Title III grant funds.

Candidates for this full time staff position should be able to demonstrate a commitment to education delivered with a Christ-centered worldview, a strong commitment to excellence and the mission of MidAmerica Nazarene University, along with evidence of collaborative servant leadership that is focused on team building.

**Essential Duties and Responsibilities:**

- Teach developmental writing courses based on Title III project objectives, analysis of a needs assessment and current trends in developmental writing courses.
- Integrate technology during classroom instruction to increase technology and writing literacy.
- Assist in the selection of appropriate on line and hard copy materials for the delivery of writing assistance within the Kresge Academic Support Center.
- Train and supervise writing peer-tutors.
- Conduct writing workshops and tutoring sessions in person and online for students.
- Develop a multi-year scope and sequence of an integrated writing across the disciplines program.
- Work collaboratively with faculty and staff in support of students in developing a culture of academic literacy at all levels of the university.
- Provide general academic support services for students and assist in the operation of the Kresge Academic Support Center.

**Qualifications/Skills Required:**

- Master’s degree in English or English Education preferred. A minimum of 18 hours graduate hours related to English/Writing is required.
- Minimum of 3 years working with students in a teaching/tutoring capacity.
- Knowledge of the learning needs of underprepared students.
- Strong interpersonal skills to engage, motivate and support students of all ages.
- Proficiency in the use of web-tools including online chat, webinars and learning management systems.
- Proven record of excellence in teaching in higher education.
**Application:** Candidates wishing to apply for this position should send the following documentation to Nancy Merimee, Director of Human Resources at nsmerimee@mnu.edu

Questions may be addressed to this email address or by telephone to 913-971-3427.

- Letter of application
- Complete curriculum vita or resume
- University transcripts from all universities from which degrees were received (scan and attach) or request mailing from appropriate university
- Statement of Faith, including personal faith history and vision for integrating faith and learning. (2 page maximum)

Mailing address:

Nancy Merimee, Director of Human Resources
MidAmerica Nazarene University
2030 E College Way
Olathe, KS 66062

**Review of applications** will begin immediately and continue until the position is filled.

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MidAmerica is very much interested in reviewing applications from qualified members of traditionally underrepresented groups in America, including women and racial and ethnic minorities.

MidAmerica Nazarene University policy prohibits discrimination on the basis of race, sex, religion, age, color, creed, national or ethnic origin, marital status, disability, genetic information, or any other legally protected class in the recruitment and admission of students, in the hiring process, during employment, and in the operation of all university programs, activities, and services.

**Christian faith and employment at MidAmerica Nazarene University:** MidAmerica Nazarene University is an expression of the Church of the Nazarene. It reserves the right to prefer employees on the basis of religion (Title VII, Section 702-703, U.S. Civil Rights Act of 1964). Preferred candidates demonstrate a strong commitment to the Christian faith, active participation in a local church, and a philosophy of Christian higher education consistent with the Wesleyan tradition.

Read the university’s full Non-Discrimination/Equal Employment Opportunity Statement at www.mnu.edu/jobs.