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# ANNOUNCEMENT

June 25, 2018

**THE FOLLOWING ANNOUNCEMENT IS HEREBY AMENDED TO READ AS FOLLOWS:**

**THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING POSITION (NON-TENURE TRACK APPOINTMENT, FULL-TIME, SUBJECT TO THE AVAILABILITY OF FUNDS):**

**Announcement No. 062-18**

**Position Title**  
**INSTRUCTOR TO ASSOCIATE PROFESSOR**  
**(EDITOR)**

**Application Deadline:**  
**June 25, 2018**

*vice*

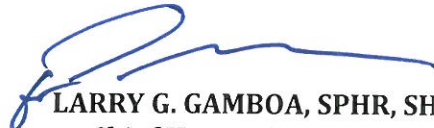
**Application Deadline:**

**Optimal submittal date is May 18, 2018 Chamorro Standard Time (ChST/UTC+10) when review of received applications will begin. Applications will be accepted until the position is filled.**

**FOR MORE INFORMATION:**

Please call 735-2350, Fax 734-6005, or visit the University of Guam, Human Resources Office located in the Administration Building for information regarding position.

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquires concerning applications of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, Mr. Joseph Blas Gumataotao, located at the EEO/ADA Office, Dorm II, Iya Hami Hall, Room 106, Telephone No. (671) 735-2244; TTY: (671) 735-2243, or to the Office of Civil Rights (OCR).

  
**LARRY G. GAMBOA, SPHR, SHRM-SCP**  
**Chief Human Resources Officer**

*Instructor.to.Associate.Professor.(Editor).06/25/18*  
*Approved by CHRO 06/25/18*



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# ANNOUNCEMENT

May 8, 2018

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING POSITION (NON-TENURE TRACK APPOINTMENT, FULL-TIME, SUBJECT TO THE AVAILABILITY OF FUNDS):

## #062-18 INSTRUCTOR TO ASSOCIATE PROFESSOR (EDITOR)

<b>Location:</b>	Richard Flores Taitano Micronesia Area Research Center (RFT MARC) and the School of Education (SOE)
<b>University Information:</b>	<p>The University of Guam is the premier institution of higher education in the Western Pacific. It is a land-grant institution, accredited by the Western Association of Schools and Colleges Senior Commission. Located in the village of Mangilao on the island of Guam, the campus overlooks beautiful Pago Bay and the University's world-class Marine Biology Lab. The University has approximately 3,900 students, 90% of Asian or Pacific Islander ancestry, providing a uniquely diverse campus and multicultural atmosphere. As a regional, comprehensive, open admissions institution, the university awards degrees at the baccalaureate and master's levels through its two colleges and four professional schools. Over the next five years, the University will be entering an exciting period of growth linked to anticipated increases in military investments and resultant economic expansion in Guam. Three major University initiatives have been developed to maximize academic and community opportunities during this period: "UOG, the Natural Choice" to encourage local students to aspire to attend college and to choose the University of Guam; "UOG Green" with renewable energy and sustainability central to the initiative; and "UOG Leading Change" on Guam and in Micronesia. Extramural funding from competitive Federal sources as well as contracts is rapidly expanding. Such opportunities along with a critical mass of dedicated and capable administration, faculty, students, and staff make the University of Guam an exciting place to be for many years to come. Information on the University's campus security and fire safety may be accessed at <a href="http://www.uog.edu/hro">http://www.uog.edu/hro</a> (Under Links).</p>
<b>General Description:</b>	<p>The University of Guam is looking for an individual who is interested in new challenges and opportunities for professional and personal growth. This position calls for someone who is self-motivated and adaptable, intelligent, possesses a global vision and who is interested in working in a dynamic, multi-cultural institution.</p>
<b>Unit Description:</b>	<p>The Richard Flores Taitano Micronesia Area Research Center (RFT MARC) is a premier center for social sciences and humanities research in the Western Pacific and a major resource for material related to Guam and Micronesia. One of the goals of the RFT MARC is to publish, promote and distribute materials of scholarly importance relevant to the region that will enhance the intellectual understanding and contribute to the instructional program at the University of Guam and other academic institutions. The RFT MARC publications have been distributed to many of the major academic institutions in the Pacific Basin.</p> <p>The School of Education (SOE) is a dynamic school with vibrant and enthusiastic faculty who are involved with local schools in teacher development, service and research. The school offers several degree programs in a number of fields. The students come from multi-cultural, multi-lingual environments, primarily from Pacific Island settings. The teaching areas in the school are Early Childhood, Elementary, Secondary Language, Elementary with Chamorro Language and Culture specialty, Secondary, Physical Education, Special Education, Reading, Teaching English to speakers of other languages (TESOL), Educational Foundations, Counseling, and Administration and Supervision.</p>
<b>Character of Duties:</b>	<p>The Richard Flores Taitano Micronesia Area Research Center (RFT MARC) and the School of Education (SOE) at the University of Guam seek an experienced non-tenure track editor and faculty to begin August 2018. The position is a nine (9) months shared appointment. The shared appointment involves an editor with the RFT MARC team and a 50% teaching load with SOE.</p> <p>The editor is a critical member of the RFT MARC team, serving as the leader of the publications program for college level and general interest audience. He/She will work collaboratively with the managing editor of the University of Guam Press.</p> <p>In addition, the editor will be responsible for the conceptualization and development of publications at RFT MARC. He/She will collaborate with the Managing Editor of UOG Press to create and maintain a 5-year plan for publications outcomes. With the assistance of the MARC editorial board, he/she will canvass for notable works from and about the region, inclusive of research papers, narrative pieces, autobiographies, historical accounts, creative writing and all other genres of publication as agreed to by the RFT MARC editorial board under the auspices of the MARC Director. With the oral cultures and heritages of Micronesia, the editor will also be responsible for gathering story leads from a variety of sources; working with colleagues and authors to leverage stories across media channels (print and online); editing stories and offering productive feedback to ensure content quality reflects local cultural values in every piece; providing technical guidance regarding cultural information presented in the manuscripts; facilitating the development of curricular guides and/or supplementary materials for published works; as well as writing articles that brings awareness to and understanding of Micronesia literature and/or Micronesia studies.</p> <p>As part of the 50% teaching load at SOE, the editor will teach undergraduate and graduate courses in Education, specifically the courses: Culture &amp; Education on Guam (EDU 265) and/or the Structure of Language series (ED385a-c). The Structure of Language courses will target the Chamoru language, which provides valuable information for second language and bilingual teachers in bilingual/bicultural programs. This includes contributing to program development and interdisciplinary collaboration. He/She will provide other services related to teaching, i.e., practicum supervision, advisement of students, and serving on thesis committees. He/She will engage in research and scholarly activities. He/She will provide university and community service.</p>
<b>Qualifications:</b>	<p><b>Minimum:</b></p> <ul style="list-style-type: none"><li>• Master's degree in a multidisciplinary field related to Pacific Studies from a U.S. regionally accredited institution or foreign equivalent.</li><li>• A portfolio of at least two (2) writings and samples of edited work for review should be made available upon request.</li><li>• Evidence of exceptional writing and editing in Chamoru and English, and project management skill.</li></ul>

## #062-18 INSTRUCTOR TO ASSOCIATE PROFESSOR (EDITOR)

- Three years (3) of K-16 classroom teaching experience and evidence of teaching excellence working with diverse students from culturally diverse background.
- Demonstrated ability to plan, develop, and integrate technology effectively into teaching and learning.
- Ability to perform in a collaborative instructional academic culture and must be willing to teach online.

### Preferred:

- A doctoral degree and a minimum of two (2) years editorial experience with publications on higher education.
- Must work independently in a fast-paced environment, meeting key deadlines and adhering to budget.
- Must have the interpersonal and communication skills necessary to work closely with in-house staff as well as writers.
- Experience teaching in higher education and preparing teachers for work in K-16 environments.
- Demonstrated proficiency with qualitative and quantitative application of research.
- Experience using an online assessment and learning management system and/or distance education.
- Experience working with online learning programs.

### Salary Level:

Salary will be commensurate with qualifications and experience relevant to the position. The following salary figures are for nine (9) months:

Instructor	\$34,169 - \$57,892 Per Academic Year
Assistant Professor	\$39,473 - \$68,237 Per Academic Year
Associate Professor	\$43,703 - \$77,498 Per Academic Year

Compensation for employment shall not commence until all hiring conditions are met, including required employment visa. Annual salary will be prorated, if start of employment is delayed.

### Appointment/ Relocation:

The position is a nine (9) month faculty position, non-tenure track (1, 2, 3 year) contractual appointment. The University provides relocation assistance to new employees if hired off-island on a three-year initial contract. Provided are travel expenses for the applicant and the applicant's spouse (as defined by Guam Law) and children under the age of 18 by the least expensive and most direct air route from the point of hire and for moving household goods to Guam by the least expensive carrier up to 3,500 pounds for a family and 1,750 pounds for an applicant without dependents. Insurance of household goods, if desired, is at the employee's expense.

### Benefits:

Fringe benefits include a medical and dental plan, life insurance, cafeteria plan (flexible tax benefit plan), and the Government of Guam retirement plan.

### Application Process:

Applicants for University of Guam faculty positions must complete an online job application through the UOG's online employment portal at <https://uog.peopleadmin.com>. Please have the following documents prepared and ready to upload with your application:

- (1) Letter of Intent, stating interest
- (2) Up-to-date curriculum vitae or resume
- (3) Copies of all graduate and undergraduate transcripts
- (4) Writing Sample

Applicants who are short-listed for an interview will be required to provide a short (approximately 5 minutes) video clip of their lecture or presentation.

**Special Instructions for References:** Three (3) current letters of recommendation from persons knowledgeable about your academic and professional performance must be provided by providing a list of at least three (3) references to be contacted on the References section of the online application. Enter each reference by clicking on the "Add References Entry" button. Provide the name, title, email address, mailing address, and telephone number of each reference. A system automated email will be sent to each reference's email address with a link to attach their reference letter to your application.

**Selected candidate** must provide official transcripts prior to hire date. For further information, please contact Dr. Suzanne Umali Bells, Chair, Editor Search Committee at [suzannebm@triton.uog.edu](mailto:suzannebm@triton.uog.edu) or the Human Resources Office at [uoghro@triton.uog.edu](mailto:uoghro@triton.uog.edu), telephone number, (671) 735-2350 or fax number at (671) 734-6005.

**Police and Court Clearance:** Pursuant to Public Law No. 28-24 and Executive Order 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

### Application Deadline:

Optimal submittal date is May 18, 2018 Chamorro Standard Time (ChST/UTC+10) when review of received applications will begin. Applications will be accepted until the position is filled.

(Note to applicants in the mainland United States: Please be advised that Guam is a day ahead of the mainland United States.)

For further information about the University of Guam, visit our Web Site at <http://www.uog.edu>. General information about Guam is available at <http://www.visitguam.org>. For local newspapers, The Pacific Daily News is available at <http://www.guampdn.com> and The Guam Daily Post is available at <http://www.postguam.com>. Information on moving to Guam is available at the Guam Customs & Quarantine Agency web site: <http://www.cqa.guam.gov>.

### Work Eligibility:

**Submission of completed job applications authorizes the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job related sources from legal liability for the information provided.**

**Should an applicant be convicted of any crimes other than a minor traffic violation, all applicable information must be provided in the form of a police clearance report and court clearance report. Failure to admit any felony convictions may result in immediate disqualification or disciplinary action.**

**Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least**



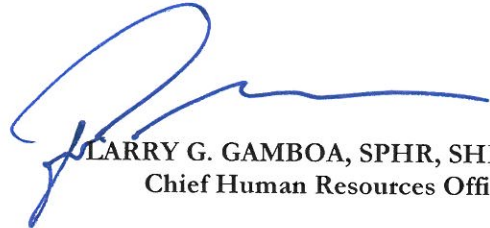
**#062-18 INSTRUCTOR TO ASSOCIATE PROFESSOR  
(EDITOR)**

annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.

Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position with the University of Guam, you will be required to present valid documents to comply with this law.

The University of Guam is an equal opportunity employer and provider.

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, Mr. Joseph Blas Gumataotao, located at the EEO/ADA and Title IX Office, Dorm II, Iya Hami Hall, Room 106, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).

A handwritten signature in blue ink, appearing to read 'LARRY G. GAMBOA', with a long horizontal flourish extending to the right.

**LARRY G. GAMBOA, SPHR, SHRM-SCP**  
Chief Human Resources Officer