

**Title: Assistant Professor of Professional and Technical Writing**

Position #: 00013807

Position Type: Faculty (Tenure)

Division: Liberal Arts and Sciences

Home Campus: Orono

Department: English - OEH

Location: Orono, ME

Search Committee

Chair: Dylan Dryer

Opened Date: 01/16/2019

Closed Date: 03/01/2019

Desired Start Date:

Statement of the Job: The Department of English at the University of Maine seeks a tenure-track assistant professor in professional and technical writing, anticipated to start September 1, 2019. The position is a nine-month, academic-year appointment with a 3-2 teaching assignment.

The Department of English offers an undergraduate minor in Professional & Technical Writing and graduate courses in editing and document design and in grant and proposal writing. We seek a candidate who can help develop teaching and research foci on contemporary workplace cultures, institutional rhetorics, grant writing, usability and UX, and/or content strategy. Since an internship is central to our undergraduate minor, we are especially interested in candidates with professional experience in technical communication and those who can show a demonstrated commitment to leadership in facilitating public-private partnerships. The successful candidate will have a Ph.D. in Technical Communication or closely related field by date of hire; the ideal candidate will outline the next steps in a research agenda that has been shaped by workplace experiences involving client relations, project management, or entrepreneurship. An interest in helping develop curriculum for our popular Gen-Ed course in Business & Technical Writing is a plus.

Essential duties and responsibilities include, but are not limited to:

- Maintaining robust scholarly activity related to professional and technical communication.
- Teaching engaging and student-focused graduate and undergraduate courses in technical writing, with opportunities to offer special-topics courses at both levels.
- Overseeing the PTW internship, liaise with participating businesses and organizations, and build new relationships with the local business, nonprofit, and civic communities.
- Advising students, participating in master's-level committees, and participating in service to the department, college, university, and profession.

About the University: The University of Maine is a community of more than 11,200 undergraduate and graduate students, and 2,500 employees located on the Orono campus and throughout the state. UMaine is the state land and sea grant university and maintains a leadership role as the System's flagship

university. As a result, it is dedicated to providing excellent teaching, research, and service at the university, state, and national levels.

Further information about UMaine can be found at <https://umaine.edu/>

The University of Maine offers a [wide range of benefits](#) for employees including, but not limited to, tuition benefits (employee and dependent), comprehensive insurance coverage including medical, dental, vision, life insurance, and short and long term disability as well as retirement plan options. As a former NSF ADVANCE institution, the University of Maine is committed to diversity in our workforce and to dual-career couples.

UMaine is located in beautiful Central Maine. Many employees report that a primary reason for choosing to come to UMaine is quality of life. Numerous cultural activities, excellent public schools, safe neighborhoods, high quality medical care, little traffic, and a reasonable cost of living make the greater Bangor area a wonderful place to live.

Learn more about what the Bangor region has to offer [here](#).

**Qualifications: Required:**

Ph.D. in Technical Communication or closely related field by date of hire;  
Viable research agenda focused on contemporary workplace cultures, institutional rhetorics, grant writing, usability and UX, and/or content strategy.

**Preferred:**

Record of effective teaching at undergraduate level with promise of successful teaching at Master's level;  
Experience in client relations, project management, or entrepreneurship;  
Record of facilitating productive liaisons between employers and academic programs; and  
Evidence of ability to contribute to the development of the PTW curriculum, including General Education courses like Business & Technical Writing.

**Other Information:** Materials must be submitted via "Apply For Position" below. You will need to create a profile and application; upload:

- 1.) a cover letter which describes your experience, interests, and suitability for the position
- 2.) a resume/curriculum vitae

The search committee chair will contact shortlisted candidates for additional materials.

You will also need to submit the affirmative action survey, the self-identification of disability form, and the self-identification of veteran status forms. Incomplete application materials cannot be

considered. Materials received after the initial review date will be reviewed at the discretion of the University.

Search Timeline is as follows:

Review of applications to begin: March 1, 2019

Screening interviews to begin no earlier than: March 15, 2019

On-site interviews to begin no earlier than: March 30, 2019

Tentative start date: September 1, 2019

For questions about the search, please contact search committee chair Dylan Dryer at [dylan.dryer@maine.edu](mailto:dylan.dryer@maine.edu) or 207-581-3825.

Appropriate background checks are required.

**The University of Maine is an EEO/AA employer, and does not discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status, gender expression, national origin, citizenship status, age, disability, genetic information or veteran's status in employment, education, and all other programs and activities.**

**The following person has been designated to handle inquiries regarding non-discrimination policies: Sarah E. Harebo, Director of Equal Opportunity, 101 North Stevens Hall, University of Maine, Orono, ME 04469-5754, 207.581.1226, TTY 711 (Maine Relay System).**