



**Department of Chemical Engineering  
Three-Year Term Adjunct Position**

Posting Date: March 28, 2022

Closing Date: April 22, 2022

The Department of Chemical Engineering at Queen's University requests applications from suitably qualified candidates interested in a three-year full-time term adjunct position **coordinating and teaching the following undergraduate laboratory courses.**

<b>Course Number</b>	<b>Course Title</b>	<b>Course Information</b>	<b>Course Offering</b>
CHEE 218	Laboratory Projects I	<a href="https://chemeng.queensu.ca/courses/CHEE218/index.html">https://chemeng.queensu.ca/courses/CHEE218/index.html</a>	<b>Winter Term</b> January 9, 2023
CHEE 315	Laboratory Projects II	<a href="https://chemeng.queensu.ca/courses/CHEE315/index.html">https://chemeng.queensu.ca/courses/CHEE315/index.html</a>	<b>Fall Term</b> September 6, 2022 & <b>Winter Term</b> January 9, 2023
CHEE 415	Engineering Chemistry Laboratory	<a href="https://chemeng.queensu.ca/courses/CHEE315/CHEE415/index415.html">https://chemeng.queensu.ca/courses/CHEE315/CHEE415/index415.html</a>	<b>Winter Term</b> January 9, 2023
CHEE 420	Laboratory Projects III	<a href="https://chemeng.queensu.ca/courses/CHEE420/index.html">https://chemeng.queensu.ca/courses/CHEE420/index.html</a>	<b>Winter Term</b> January 9, 2023
CHEE 408	Bioengineering Research Project	<a href="https://chemeng.queensu.ca/courses/CHEE408/index.html">https://chemeng.queensu.ca/courses/CHEE408/index.html</a>	<b>Fall/Winter Term</b> September 6, 2022
CHEE 421	Research Project	<a href="https://chemeng.queensu.ca/courses/CHEE421/index.html">https://chemeng.queensu.ca/courses/CHEE421/index.html</a>	<b>Fall/Winter Term</b> September 6, 2022
APSC 100 Module 2	Engineering Practice	<a href="https://engineering.queensu.ca/incoming-students/first-year-courses.html">https://engineering.queensu.ca/incoming-students/first-year-courses.html</a>	<b>Fall Term</b> September 6, 2022

**The successful applicant will be responsible for 100% of the coordination of the above courses.**

**Teaching Duties:**

- Preparation and presentation of lectures on academic content, course requirements/policies,

- communications, and safety
- Training and supervision of Teaching Assistants
- Delegation of tasks and co-ordination of workflow
- Evaluation of reports and presentations
- Maintaining class lists and course websites
- Preparing lab manuals (print and on-line)
- Preparation and marking of assignments

The laboratory courses will be taught in person and on the Kingston, Ontario campus.

### **Qualifications:**

- Minimum of a M.A.Sc. in Chemical Engineering or a related field.
- Candidates must have excellent communication, organizational, and time management skills.
- Previous teaching experience with demonstrated student mentoring at the university level will be preferred.
- Experience in managing engineering investigation/projects.
- Professional engineering licensure in Canada, or the eligibility to obtain licensure, is a requirement. Note that all forms of engineering licensure in Canada are considered acceptable (e.g. P.Eng., temporary engineering license, provisional engineering license, etc.).
- A high level understanding of chemical engineering laboratory safety practices and knowledge of the Occupational Health and Safety Act.

### **Special Skills**

- Demonstrated commitment to equity, diversity and inclusion practices within the classroom, engineering labs, and the broader campus environment.
- Ability to supervise highly qualified personnel
- Proven conflict resolution skills
- Proficient technical and troubleshooting skills in a variety of environments
- Demonstrated ability to develop innovative and creative ideas

### **COVID 19 On-Campus Requirements:**

The Queen's University Policy Regarding Mandatory Vaccination Requirements for In-person University Activities requires ALL Community Members, including employees, to be Fully Vaccinated against COVID-19 prior to participating in any In-person University Activities. This is a condition of employment for all employees who are required to attend University Property to perform their employment responsibilities. Individuals who cannot be vaccinated due to substantiated grounds (medical and other protected grounds under the Ontario Human Rights Code) may ask the University to validate the exemption and request an accommodation for these rare circumstances. If approved, they will be subject to additional health and safety measures.

The University invites applications from all qualified individuals. Queen's University is committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, Aboriginal people, persons with disabilities, and LGBTQ persons. All qualified candidates are encouraged to apply; however, Canadians and permanent residents of Canada will be given priority.

Academic staff at Queen's University are governed by a collective agreement between QUFA, [www.qufa.ca](http://www.qufa.ca) and Queen's University.

The University will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation during the interview process, please contact April Hiles, [April.hiles@queensu.ca](mailto:April.hiles@queensu.ca), Administrative Assistant, Chemical

## Engineering.

To comply with Federal laws, the University is obliged to gather statistical information about how many applicants for each job vacancy are Canadian citizens/permanent residents of Canada.

Applicants need not identify their country of origin or citizenship; however, all applications must include one of the following statements: I am a Canadian citizen/permanent resident of Canada; OR, I am not a Canadian citizen/permanent reside of Canada. Applications that do not include this information will be deemed incomplete.

Applications must include:

- a complete and current curriculum vitae,
- a statement of teaching experience,
- the names and contact details of two referees and;
- any other relevant materials the candidate wishes to include for consideration.

Applications can be submitted to the Term Adjunct Appointments Committee by e-mailing April Hiles at [April.hiles@queensu.ca](mailto:April.hiles@queensu.ca). Applications should be submitted by midnight EST on April 22, 2022. The start date for the appointment will be no later than June 1, 2022.