<table>
<thead>
<tr>
<th>Position Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Working Title</strong></td>
</tr>
<tr>
<td><strong>Role Title</strong></td>
</tr>
<tr>
<td><strong>Job Open Date</strong></td>
</tr>
<tr>
<td><strong>Job Close Date</strong></td>
</tr>
<tr>
<td><strong>Open Until Filled</strong></td>
</tr>
<tr>
<td><strong>Hiring Range</strong></td>
</tr>
<tr>
<td><strong>Agency</strong></td>
</tr>
<tr>
<td><strong>Agency Website</strong></td>
</tr>
<tr>
<td><strong>Location</strong></td>
</tr>
<tr>
<td><strong>Sublocation</strong></td>
</tr>
<tr>
<td><strong>Position Number</strong></td>
</tr>
<tr>
<td><strong>Job Posting Number</strong></td>
</tr>
<tr>
<td><strong>Type of Recruitment</strong></td>
</tr>
<tr>
<td><strong>Does this position have telework options?</strong></td>
</tr>
<tr>
<td><strong>Bilingual/Multilingual Skill Requirement/Preference</strong></td>
</tr>
<tr>
<td><strong>Job Type</strong></td>
</tr>
<tr>
<td><strong>Job Type Detail</strong></td>
</tr>
<tr>
<td><strong>Pay Band</strong></td>
</tr>
<tr>
<td><strong>Job Description</strong></td>
</tr>
</tbody>
</table>
MSW Program faculty will report to the MSW Program Director and to the Associate Dean for Academic Affairs. The Associate Dean reports to the Dean of the School. Desired is an applicant who brings interest and experience in research methods and clinical practice, and who has an identified interest and practice experience in one of the MSW Program specialization methods, e.g., Child Welfare, Military Populations and/or our School Social Work Certification program.

Successful applicants shall be expected to consistently contribute to our professional and ethical student-centered program environment that supports the mission of the University, the School of Social Work, and the Social Work profession. Successful applicants shall also demonstrate a thorough understanding of Social Work practice methods, human behavior theory, the contribution of social work policy to the social work profession and practice. All eligible applicants must demonstrate clear knowledge and mastery of CSWE Social Work Competency standards as required of all social work faculty, students and social work practitioners.

Other major Faculty responsibilities include the following areas of contribution and participation in the MSW Program.

1. Faculty attendance (Remote, Online, Hybrid or Face-to Face) for assigned program courses
2. Faculty scheduled office hours and Student Advising
3. Development and assessment of student learning outcomes
4. Participation in monthly School and program faculty meetings
5. Program curriculum review and revisions, program effectiveness,
6. Attendance and Participation in regular MSW Program faculty meetings.
7. Attendance and participating in monthly School faculty meetings
8. Active involvement in student development and academic achievement through mentoring, referrals to appropriate services as identified, and student support and engagement in curricular activities to support learning.
9. Other MSW program faculty responsibilities as assigned.

For more information on the department, visit https://www.nsu.edu/Social Work/.

**EEO STATEMENT**

NSU is committed to providing equal employment opportunities for all persons and applicants, without regard to age, color, disability, gender, national origin, political affiliation, genetic information, race, religion, sexual orientation, sex (including pregnancy) or veteran status. NSU encourages and invites minorities, women, individuals with disabilities, and veterans to apply.

**Minimum Qualifications**

1. The MSW and PhD or DSW degrees in Social Work are required.
2. Possess a Master of Social Work degree from a CSWE accredited program; PhD or DSW required.
3. Have a combination of three years of post MSW practice and leadership experience.
4. Considerable knowledge of social work practice methods and ethical standards.
5. Demonstrated moderate skill/proficiency in the use of technology, software, and resources to assist and aid in program leadership
6. Be licensed or license eligibility in Social Work is desirable.
7. Be able to begin immediate employment.
8. Considerable experience and or skills in remote or virtual instructional methods.

**Preferred Qualifications**

Preference will be given to candidates with a demonstrated record of social work practice experience, scholarly presentations and supervision/practice experiences, and applicants who demonstrate a recognition of social work ethical standards and professionalism. Applicants must also demonstrate interest in supporting student competency, student engagement and student mastery of MSW program standards and student success.

**Special Requirements**

Candidates may show interest by submitting via online, the following:

1. A cover letter describing qualifications, area of research/scholarship, specialization(s), social work practice experience, and teaching interests and experience.
2. A current Curriculum Vitae (via resume)
3. Complete Commonwealth of Virginia State Application
4. Three (3) copies of publications or other writing samples of scholarly work.
5. The names, addresses, telephone numbers and email addresses of three individuals who are familiar with your employment and scholarly history.
6. Three letters of recommendation (via mail address below)

Address your documents to:
Dean Elizabeth Dungee-Anderson
The Ethelyn R. Strong School of Social Work
Norfolk State University
700 Park Avenue
Norfolk, VA 23504

Special Instructions to Applicants

ON-LINE APPLICATION ONLY WILL BE ACCEPTED.

1. Candidates **MUST** show interest by submitting, in its entirety online, an application and all required application material.

2. Applicant is solely responsible for ensuring application and material thoroughly reflects their knowledge, skills, and abilities, as it relates to the advertised qualifications.

3. A complete application, including all previous employment, and education, for full consideration, **MUST** be received online by 11:59PM of the “Job Close Date.”

4. Applicants who list “see resume” or “see Curriculum Vitae” in lieu of completing the application **will not be considered.**

5. NSU conducts background checks on all candidates identified as finalist for employment. The type of background check(s) performed is dependent upon the type of position for which you have been identified as a finalist, which may include: criminal history, sex offender registry checks, reference checks, degree validation, driving records, license verification, credit history review. The results of background checks are made available to University employing officials. You will be required to sign an Authorization to release form.

6. NSU utilizes Form I-9 and E-Verify to validated eligibility for employment.

Contact Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Office of Human Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td>FAXED APPLICATION MATERIAL IS NOT ACCEPTED.</td>
</tr>
<tr>
<td>Email</td>
<td>EMAILED APPLICATION MATERIAL IS NOT ACCEPTED.</td>
</tr>
<tr>
<td>Address</td>
<td>MAILED APPLICATION MATERIAL IS NOT ACCEPTED. HAND DELIVERED APPLICATION MATERIAL IS NOT ACCEPTED.</td>
</tr>
</tbody>
</table>

Posting Specific Questions

Required fields are indicated with an asterisk (*).

1. *Do you have an Interagency Placement Screening Form (Yellow Form) as issued under Policy 1.30 Layoff? (Commonwealth of Virginia Employees Only);
   - Yes
   - No
2. * Do you have a Preferential Hiring Form (Blue Form) as issued under Policy 1.30 Layoff? (Commonwealth of Virginia Employees Only)
   - Yes
   - No
   - Not Applicable

3. * How did you find this employment opportunity?
   - State Recruitment Management System (RMS)
   - Agency Website or Bulletin Board
   - Job Board (Indeed, Monster, Dice, etc.)
   - Social Media (Twitter, Facebook, LinkedIn, etc.)
   - Newspaper or Professional Journal (Please specify below)
   - Career Fair or Job Event (Please specify below)
   - VEC (Virginia Employment Commission)
   - Radio/TV (Please specify below)
   - Other (Please specify below)

4. * Please specify the actual source from your response to question #3 above (Name of newspaper, Journal Title, Job Board, Career Fair, Agency Website, Social Media Type, etc.) If unknown or none, enter: N/A.
   (Open Ended Question)

---

**Applicant Documents**

**Required Documents**

1. Resume
2. Cover Letter
3. Transcript

**Optional Documents**

1. Other Document