

Summer Lecturer Pool - Berkeley Study Abroad University of California Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=252225>

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Posted Jan. 27, 2025, set to expire Feb. 26, 2025

Job Title	Summer Lecturer Pool - Berkeley Study Abroad
Department	Berkeley Study Abroad
Institution	University of California Berkeley Berkeley, California
Date Posted	Jan. 27, 2025
Application Deadline	02/26/2025
Position Start Date	Available immediately
Job Categories	Lecturer/Instructor
Academic Field(s)	Social Sciences - General
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Job Description

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Summer Lecturer Pool - Berkeley Study Abroad

Position overview

Position title: Lecturer in Summer Session (Non-Senate, non-tenure track)

Salary range: A reasonable estimate for this position is \$3,000 - \$5,000.

Percent time: Temporary part-time positions are offered by agreement on a program-by-program basis.

Anticipated start:



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Some positions begin in May 2025; refer to position description for more information.

Review timeline: Applications are typically reviewed in January and February. Please note that applicants are considered for positions as needs arise, and the existence of this lecturer pool does not guarantee that a position will be available.

Position duration: Refer to position description for tentative program dates; program dates are subject to change.

Application Window

Open date: January 26, 2025

Next review date: Monday, Feb 10, 2025 at 11:59pm (Pacific Time)

Apply by this date to ensure full consideration by the committee.

Final date: Wednesday, Feb 26, 2025 at 11:59pm (Pacific Time)

Applications will continue to be accepted until this date, but those received after the review date will only be considered if the position has not yet been filled.

Position description

Berkeley Study Abroad (BSA) is part of the Summer Sessions, Study Abroad, Lifelong Learning and Extension division under the leadership of the Dean of Extended Education of the University of California, Berkeley. BSA supports the academic and public mission of the University of California to prepare students to be productive and engaged citizens at home and abroad. We believe that knowledge, skills, and experiences gained through academic and cultural immersion offered by studying and living abroad enrich the intellectual preparation of students and fundamentally enhance the relevance of a Berkeley education. To advance this educational mission, BSA strives to inspire students to think creatively and globally and to challenge themselves intellectually and personally by venturing beyond their cultural and linguistic zones of comfort through study abroad. BSA programs are open to all University of California students, visiting students from other colleges and universities, international students, and adults.

Berkeley Study Abroad invites applications for a pool of instructors to provide instructional and administrative support to the Faculty Directors leading a group of students in study-abroad experiences in the following programs and locations. Listed program dates are tentative and subject to change. Pre-approved program-related travel accommodations and expenses (including transportation, lodging, and meals, etc.) are provided directly and/or are reimbursed.

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- **Accra, Ghana:** Pan-Afrikan Visions for Liberation: Past, Present, Future Summer (May 28 - July 3, 2025)
- **Barcelona, Spain:** The Other Side/El Otro Lado (June 26 - August 2, 2025)
- **Berlin, Germany:** The Psychology of Identity, Love, and Relationships (May 30 - July 1, 2025)
- **Chios, Greece:** Mediterranean Nutrition and Food Systems (June 14 - July 10, 2025)
- **Kyoto, Japan:** Landscape and Urban Design Summer (June 29 - August 2, 2025)
- **London, United Kingdom:** London and the Literary Imagination (June 29 - July 31, 2025)
- **Manila, Philippines:** Narratives of Tradition and Resistance (June 14 - July 20, 2025)
- **Paris, France:** Language, Literature and the Arts Summer (June 2 - July 4, 2025)
- **Paris, France:** Muslims in the West: Immigration, Refugees and Islamophobia (June 15 - July 19, 2025)
- **Porto, Portugal:** Global Entrepreneurship and Innovation in Europe (July 13 - August 10, 2025)
- **Puebla, Mexico:** Entre dos Mundos/Between Two Worlds | Nahuatl and Spanish languages, cultures, and histories (June 20 - July 28, 2025)
- **Venice and Trieste, Italy:** Italian Language and Culture (May 27 - July 5, 2025)
- **Other Study Abroad Program**

General Duties

General duties may include (but are not limited to) supporting the program Faculty Director and the BSA department with:

- Delivering academic instruction and program course content, including lecturing and facilitating discussions and other learning activities.
- Program planning and logistics including: organizing and delivering on-site student orientation; coordinating academically and culturally relevant excursions, field trips, guest lecturers, etc.; and attending all program-sponsored activities.
- Providing on-site academic and non-academic support to students during and outside of class time.
- Activating a program specific "Emergency Action Plan" for responding to student safety and health in both emergency and non-emergency situations.
- Other duties may include: completing mandatory program orientation and other training within deadlines established by BSA and UC Berkeley; assisting with syllabus development, assignment development, lesson planning for class meetings, and grading outside of the class; preparing course materials and utilizing course support platforms as needed to facilitate cohort support and communication; and reporting allegations of student misconduct, harassment, and discrimination in accordance with BSA and University policies.

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Berkeley Study Abroad: <https://studyabroad.berkeley.edu/>

Qualifications

Basic qualifications (required at time of application)

- Bachelor's degree or equivalent international degree (or enrollment in a Bachelor's degree or equivalent international degree program) required.

Additional qualifications (required at time of start)

- Bachelor's degree or equivalent international degree required.
- Ability to travel to program location with appropriate travel documents. A valid passport for the duration of the program and for at least six months beyond travel dates is required. An entry visa/work permit may also be required depending on country, citizenship status, and length of stay. Some countries may also require vaccination or health clearances for visa or entry purposes.

Preferred qualifications

- Advanced degree (or enrollment in an advanced degree program) within the program's subject area preferred.
- Language fluency or proficiency, cultural knowledge/awareness, or networking connections in the program's local language, history, culture, and customs.
- 2 or more years of professional and/or academic subject matter expertise in the program/course subject.
- Teaching, training, mentoring or tutoring experience in the course subject.
- Experience in creating syllabi, learning objectives, lectures/presentations, learning activities, assignments, assessments, exams, and quizzes.
- Ability to convey conceptual and complex ideas and information.
- Effective verbal/written communication and presentation skills.
- Effective organizational skills with attention to detail.
- Ability to collaborate with colleagues and work within a team environment.
- Proficiency in (or willingness to learn) instructional and other technology, such as: Learning Management Systems (Canvas); lecture/presentation capture applications (Panopto); online video conferencing (Zoom); Microsoft Office (Word and PowerPoint); file sharing (Google drive or Dropbox); and Google Workspace tools (email, calendar, docs, sheets, slides, etc).

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Application Requirements

Document requirements

- Curriculum Vitae - Your most recently updated C.V.
- Cover Letter (Optional)

Reference requirements

- References are requested from candidates at the interviewing stage, and references are only contacted for finalists.

Apply link: <https://aprecruit.berkeley.edu/JPF04725>

Help contact: extension-jobs@berkeley.edu

About UC Berkeley

UC Berkeley is committed to diversity, equity, inclusion, and belonging. The excellence of the institution requires an environment in which the diverse community of faculty, students, and staff are welcome and included. Successful candidates will demonstrate knowledge and skill related to ensuring equity and inclusion in the activities of their academic position (e.g., teaching, research, and service, as applicable).

The University of California, Berkeley is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, or protected veteran status.

Please refer to the [University of California's Affirmative Action Policy](#) and the [University of California's Anti-Discrimination Policy](#).

In searches when letters of reference are required all letters will be treated as confidential per University of California policy and California state law. Please refer potential referees, including when letters are provided via a third party (i.e., dossier service or career center), to the [UC Berkeley statement of confidentiality](#) prior to submitting their letter.

As a University employee, you will be required to comply with all applicable University policies and/or collective bargaining agreements, as may be amended from time to time. Federal, state, or local

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government directives may impose additional requirements.

As a condition of employment, the finalist will be required to disclose if they are subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct, are currently being investigated for misconduct, left a position during an investigation for alleged misconduct, or have filed an appeal with a previous employer.

- "Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer.
- [UC Sexual Violence and Sexual Harassment Policy](#)
- [UC Anti-Discrimination Policy for Employees, Students and Third Parties](#)
- [APM - 035: Affirmative Action and Nondiscrimination in Employment](#)

Job location

Refer to Program Cities & Countries in Position Description

To apply, visit <https://aprecruit.berkeley.edu/JPF04725>

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University of California Berkeley

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