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# Example of Legacy Staff Job Description

Our innovative and growing company is searching for experienced candidates for the position of legacy staff. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for legacy staff

* Engages in university service through participation in campus committees and activities
* Teaching in other areas at the undergraduate and/or graduate level, for example, classes in the undergraduate common core, the graduate common core, or the General Education program
* Scholarly and Creative Activities (may include conducting research, publishing in academic journals or technical publications, presenting at regional, national, or international meetings, or serving as an editor or reviewer for such content)
* Student Advising (may include both undergraduate and graduate students)
* Curriculum revision and development
* Internship supervision
* Supervision of undergraduate and graduate student research, including master’s projects and theses
* Teaching undergraduate courses in recreation therapy
* Scholarly and Creative Activities (may include conducting research, publishing in academic journals or technical publications, or presenting at regional, national, or international meetings)
* Service/Contributions to the Institution (may include serving on departmental, college and university committees)

## Qualifications for legacy staff

* Applicants are required to have a completed Ph.D
* Besides possessing the minimum qualifications, the preferred qualifications include professional experience in taxation, Volunteer Income Tax Assistance (VITA) Advising and willingness/ability to teach of the following courses in the areas of Business Law, Governmental Accounting, Advanced Accounting, Accounting Information System, and Auditing
* Finalists will also be required to submit a signed SC-1 form, three current letters of recommendation, and an official transcript
* Specialty in probability, applied or computational mathematics
* Commitment and ability to maintain an active program of scholarship and/or research
* Ability to collaborate with other faculty and/or those in industry