



# Example of Professor Assistant Job Description

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Our growing company is looking to fill the role of professor assistant. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for professor assistant

- Collaborates with Special Collections, the Ulysses
- Teach a variety of undergraduate courses in information technology services and educational technology
- Teach graduate courses in instructional systems, technology, and workforce development
- Engage in curriculum revision and development
- Develop new courses aligned with appropriate standards
- Develop and maintain an ongoing program of national scholarly research related to instructional systems and workforce development
- Develop and submit research proposals to appropriate national agencies and foundations
- Advise undergraduate and graduate students and supervise the development and completion of master's and education specialist theses, and doctoral dissertations
- Provides leadership, management, outreach and policy planning for the library-wide Scholarly Communication Initiative, including implementation of the Library Strategic Plan and goals and objectives related to the position and chairing the Scholarly Communication Chairs Committee
- Collaborates with library and campus partners to build services to support the scholarly publishing lifecycle

## Qualifications for professor assistant

- Completed Ph.D

- At least three years of professional journalism experience with an emphasis on emerging digital practices in the journalism arena
- Demonstrated proficiency with new communication technology including Web-based journalism, social and mobile media
- The potential of attracting extramural funding
- Potential to work on interdisciplinary collaborative research projects across CSU