

4. Please type the job description exactly as it will appear in the advertisement. Be sure to state teaching areas and other duties requisite to the position. Be sure to state how long this position will be advertised—i.e., what is the Initial Review Date for the initial review of completed applications which will guarantee full consideration; note that completed applications will continue to be accepted after this date until the position is filled; and stipulate what constitutes a completed application—e.g., three references with telephone numbers and e-mail addresses, transcripts, curriculum vita, and letter of application.

I CERTIFY THAT THE ABOVE STATEMENT IS AN ACCURATE DESCRIPTION.

Chairperson of the Search Committee _____ Date _____

Approved by:

1. Chairperson/Director _____ Date _____

2. Dean _____ Date _____

3. Compliance Officer _____ Date _____

4. Vice Chancellor _____ Date _____

Appalachian State University

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