VISITING FACULTY APPOINTMENTS – SUMMER 2018

GUIDANCE FOR APPLICANTS AND NOMINATORS

This document summarizes the main and distinctive features of a visiting summer position at Harlaxton College and provides guidance to the applicant and nominator on the appointment process and criteria. Costs are also covered at the end.

Context:
The teaching and learning environment at Harlaxton is uniquely enriching, challenging and deeply interactive. Faculty and students work where they live. Education extends beyond the classroom to include a diverse array of extracurricular activities, field trips, and college-sponsored and independent travel. You will take meals with your students and colleagues, ride on the coach with them, and socialize together at the Manor and away from it.

Teaching at Harlaxton is an intense and fulfilling experience that requires a full investment of your time and energy and that rewards openness and flexibility, a collegial attitude, a commitment to high academic standards and student success, and a strong sense of community.

Process:
Applications and nominations are due to Harlaxton by November 1, 2016. Applicants may be asked to participate in a brief interview via Skype. Appointments will be made by the Principal of Harlaxton at least sixteen months in advance of the summer program. Notifications of these appointments will be sent to the institution.

Criteria:
There is an expectation that partner colleges and universities will each recruit students for the summer session.

Preference is given to faculty whose teaching best matches Harlaxton’s needs and the academic level and interests of our students.

Courses proposed by visiting faculty candidates must come from the University of Evansville Catalog and must adopt elements that are unique to Harlaxton and make use of the Manor, opportunities within the region and the UK as a whole.

Teaching at Harlaxton should positively influence a faculty member’s career arc and overall professional development. It should, therefore, be seen as an experience that, upon return, will enhance teaching, learning, curriculum, and scholarship/creative activity on the home campus over time. The strongest candidates will submit applications and nominations that are explicit about these connections and that forecast an ongoing benefit of having taught at Harlaxton.

Teaching at Harlaxton should also positively reinforce the impact of the experience on student development. The strongest candidates, therefore, will demonstrate the willingness and potential to return to their campuses as advocates, recruiters, and sources of wisdom for future students interested in Harlaxton and study abroad.
Candidates who are well organized, responsive to advice and requests for information, and respectful of deadlines will have the greatest chances for success.

**Costs:**
Harlaxton provides housing and meals at no cost to the faculty. Harlaxton will also provide housing and meals at no cost to a spouse/partner once a course has 10 students or more enrolled. The housing and meals for other family members will be chargeable. Free group transportation from London Heathrow is also offered upon arrival, provided you are at the airport at the required time and date.

Faculty pay a Harlaxton health and wellness fee and a modest fee to use the campus shuttle. There are additional fees for a spouse/partner and/or dependent children.

The cost of travel to and from Harlaxton is the responsibility of the faculty and, depending on internal policies, may be covered by the home campus.

Faculty receive salary and benefits from their home campuses. The standard rate of pay is $5,000 for 10 tuition-paying students. Proration applies. Some campuses may cover other expenses, depending upon internal policies.