



HARLAXTON  
COLLEGE

*Beyond Your Imagination*

## VISITING FACULTY APPOINTMENTS

### *GUIDANCE FOR APPLICANTS AND NOMINATORS*

This document summarizes the main and distinctive features of a visiting faculty 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 April 1, 2017. Applicants will be asked to participate in a brief interview via Skype. Appointments of visiting partner faculty are made and finalized about two months later at the June Harlaxton Conference of Partner Colleges and Universities. These appointments are made at least one year in advance.

#### **Criteria:**

There is an expectation that partner colleges and universities will each recruit at least ten students to Harlaxton for every faculty appointment offered. Exceptions are made at the discretion of the Principal.

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 but do not overlap with [British Studies](#) or with courses taught by our [British Faculty](#) (which typically cover history, literature, marketing and political science). Some overlaps are acceptable, of course, provided that they suitably attract, rather than divide, student enrollments.

Survey courses and courses that teach the fundamentals and/or the principles of a discipline at an introductory level tend to attract strong enrollments. Examples can be found in art, biology, communication, economics, psychology, sociology, and theatre, among others. Higher-level courses in calculus, creative writing, and English literature (e.g. Austen, fantasy, Shakespeare) have also been successful here. Students take six credits of required British Studies, which leaves them to choose 2-3 courses from visiting faculty. Most students are sophomores and therefore still exploring a variety of disciplines. Others need certain courses to stay on track in their majors.

Special topics courses can be proposed but must be approved in advance by the Principal and the University of Evansville.

Engineering and Nursing courses are regularly taught in the fall by faculty from the University of Evansville.

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, spouse/partner and/or dependent children. 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.

Faculty who wish to enroll their dependent children in local schools are required to obtain visas for each family member and are responsible for the costs of applying for these visas.

Faculty who are citizens of countries for which the UK requires a visa are responsible for the costs of applying for these visas.

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. Some campuses may cover other expenses, depending upon internal policies.