

## **Faculty Interview Seminar**

Applicants for a faculty position at Mayville State University who are invited to interview on campus are required to present a seminar as part of that interview. This seminar is intended as an opportunity for the applicant to demonstrate his or her ability to communicate knowledge in the classroom and to employ the techniques he or she would normally utilize in fulfilling that responsibility as a faculty member at a teaching institution. While Mayville State fully supports the other functions of faculty in higher education, teaching effectiveness is our first priority. The guidelines provided below are intended to assist you in preparing for this seminar.

1. All full-time University faculty and other members of the Faculty Association are invited to attend the seminar. Students enrolled in classes offered by the Division are also invited. You can probably expect 15 to 20 faculty, students, and administrative staff to be in attendance.
2. The seminar lecture is expected to last 20 to 30 minutes, although a full hour is set aside for the experience. Some time is also devoted to a question and answer period covering the seminar topic.
3. The seminar topic is developed and approved by the Division faculty and chair, and is appropriate to the time allotted and to the audience involved.
4. The same care and involvement of time for preparation should be given at this seminar as you would devote to class preparation. The seminar is a very important part of our interview process. It should be evident that our primary interest is in the depth and command of knowledge evidenced in the lecture. We are also interested in communication skills and the use of teaching aids. If you have special equipment needs beyond the blackboard, you should inform the Division Chair prior to the seminar.
5. You should also be aware that all faculty and students in attendance will be completing evaluation forms and recommending in the matter of appointment. Primary consideration is given to the recommendations of the discipline and division faculty.

**Reviewed: Fall, 2008**

**Sponsor: Vice President for Academic Affairs**