



BAYAN CLAREMONT

Position Title: Assistant Professor and Resident Scholar of Islamic Studies

<u>Immediate Supervisor:</u>	President, Bayan Claremont
<u>Jobs Supervised:</u>	Research Assistants, Teaching Assistants
<u>FLSA Status:</u>	Full-Time, Exempt
<u>Date Updated:</u>	June 2019

Job Content

Summary:

Bayan Claremont invites applications for a three-year renewable contract position at the rank of Assistant Professor in the field of Islamic Studies to begin August 2019. This position involves teaching, mentoring students, engaging in research and publishing, and managing selected co-curricular academic programming at Bayan. The candidate will possess traditional training in the Islamic sciences and hold a number of licenses (ijazah) demonstrating mastery of Islamic disciplines and subject areas, as well as experience in the Western theological and philosophical traditions. The candidate should be active in contemporary discourses in ethics and theology, be conversant with scholarly trends in the areas of Qur'anic exegesis, Islamic law and legal theory, theology, and the spectrum of emergent Islamic thought, and show evidence of effectiveness as a scholar and teacher.

Applicants must be prepared to serve the specific needs of Bayan's graduate degree programs, apart from any personal teaching and research interests. The candidate will be expected to develop and manage a traditional seminary-style program at Bayan, teach courses in the graduate programs, convene conferences and seminars, and advance a suitable research agenda through conference presentations and publications (both for scholarly and general audiences). Ability to supervise study and research in Arabic is required.

Essential Duties and Responsibilities:

- Function as a Scholar in Residence to represent Bayan's intellectual contribution in various fora, and address community needs and interests in traditionally-grounded scholarship.
- Develop advanced Islamic Studies courses, seminars, and institutes for students at Bayan and other knowledge-seekers, reflecting a seminary-style traditional Islamic sciences curriculum.
- Convene and organize major scholarly conferences, symposia, workshops and public events.

- Teach four courses per year in Bayan's degree programs, as determined in consultation with Director of Academic Affairs.
- Provide mentorship and academic support to relevant Bayan students focused on theology, ethics and related topics, and serve on some students' thesis committees.
- Represent Bayan at selected international and national scholarly gatherings.
- Help attract and recruit new students to Bayan's degree programs.

Other Duties and Responsibilities:

- Will perform all reasonable duties as requested by supervisor and other authority personnel.

Qualifications Guidelines:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Required Competencies

- Proven track record of teaching in the areas of Qur'anic exegesis, Islamic law and legal theory, theology, and ethics.
- Active in research and publishing in peer-reviewed venues.
- Able to positively represent the institution at academic and community events.
- Excellent written and oral communications.
- Report and grant writing experience.
- Proficient in use of Microsoft Excel, Word, PowerPoint or equivalent.
- Collaborative, self-motivated, proactive work ethic.

Education/Experience:

- Accredited MPhil. or M.A. with a focus (thesis) pertaining to classical Islamic Theology.
- Classically-trained as a scholar of traditional Islamic disciplines.
- Advanced proficiency in Arabic required.
- No less than five years of experience in developing and overseeing research agendas and programs in service of institutional mission.
- No less than five years of non-profit/organizational leadership experience.
- Demonstrated publishing record around classical Islamic studies topics and areas.
- Demonstrated teaching experience in classical Islamic studies and Western philosophical topics.

Language Ability:

Excellent communication and interpersonal skills in English and Arabic are required. The successful candidate/employee will be required to use written and/or oral communication for scholarly and administrative purposes. The position requires the ability to write, read and comprehend complex instructions, reports, planning documents, correspondences, and memos.

Math Ability:

The position requires the ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. This requires intermediate math skills, which includes the ability to maintain a high level of accuracy in preparing and entering financial information.

Reasoning Ability:

This position requires strong organizational skills and the ability to manage multiple ongoing projects; proficient in multi-tasking.

Computer Skills:

The candidate must be proficient in the use of Word (or equivalent) and research tools for the production of scholarship and administrative documents. Use of Excel, PowerPoint, and other appropriate software, and the ability to author documents in Arabic from time to time, are highly desired.

Supervisory Responsibilities:

The person in this position may recruit and supervise teaching and research assistants in consultation with the Director of Academic Affairs and Planning.

Physical Demands:

This position may require long hours sitting for research and writing. There will be rare occasions of modest lifting of supplies and materials up to 25 lbs. The use of hands and arms to reach for, grasp and manipulate objects is required.

Special Requirements/Certification:

None

Application Deadline: July 10, 2019 (open until position is filled)

Application Process:

Please collect the following and submit prior to deadline:

- Cover letter
- Résumé/CV
- Two letters of recommendation

Note: Applicants who are short-listed will be provided additional information and requested to participate in an interview (in person or online).

Please submit these materials in PDF format (include your last name in all filenames) via email to:
admin@bayanclaremont.org.

Bayan Claremont
1325 N. College Avenue
Claremont, CA 91711
(909) 447-6347

Institution: Bayan Claremont is an Islamic graduate school operating as a division of the Claremont School of Theology in Southern California. Bayan offers a 48-unit accredited MA in Islamic Studies and Leadership, which includes courses in Islamic Studies, interreligious studies, ethics, leadership, non-profit management, and civic engagement, and a 48-unit MA in Islamic Education. Bayan also offers a 72-unit MDiv in Islamic Chaplaincy, focusing on pastoral leadership, counseling and spiritual care. Arabic language proficiency (MSA) at the intermediate level is required for graduation.

Bayan Claremont is an Equal Opportunity/Affirmative Action employer. U.S. citizenship, residency or work visa is required. Teaching experience in North American institutions is strongly preferred.