

Part-time Coordinator of Creative Writing

The Department of Literature and Languages is currently accepting applications for a part-time interim coordinator of creative writing. The successful applicant will teach one course in Fall 2007 and one course in Spring 2008, and will receive additional compensation for assisting with (and eventually coordinating) program administration during the 2007-2008 academic year. Responsibilities associated with the position include managing the Roosevelt Reading Series, supervising Roosevelt's literary magazine (*Oyez Review*), coordinating the MFA admissions process and working with prospective students, advising current MFA students, and coordinating the schedule for our program of about 40 MFA students. Applicants should have an MFA or a PhD in English or related field; administrative experience highly desirable. Interested candidates should send a current CV, a letter outlining qualifications and relevant experience, and a sample of creative work (20 pages of prose, 10-15 pages of poetry) to Bonnie Gunzenhauser, Chair, Department of Literature and Languages, Roosevelt University, 430 S. Michigan Avenue, Chicago, IL 60605. Applications must be received by Tuesday, August 14. Information about the creative writing program is available on the program's website: <http://www.roosevelt.edu/cas/lit/writing/default.htm>. Please direct questions about the position to bgunzenhauser@roosevelt.edu <<mailto:bgunzenhauser@roosevelt.edu>>