



POSITION DESCRIPTION

POSITION INFORMATION		
Position Title		Today's Date
Assistant Professor of Public Health		10/14/2025
Position Classification		Appointment (9mos. / 12 mos. / Other)
Faculty		Academic Year/9-Months
Normal Position Work Dates		FLSA
09/16 - 06/15 (Academic Year)		Exempt
FTE (1.0 is Full-Time)		Classification Title (Classified Only)
1.0		
Department/Division		Work Location
Division of Health and Exercise Science		Monmouth Campus
Reports to		Position Number
Dean of the College of Education		E99832
Incumbent		Reports to Position Number
		E99863

SUMMARY
Please provide brief summary of the position.
Western Oregon University invites applications for a full-time, tenure-track Assistant Professor position in our Public Health program housed in the Division of Health and Exercise Science. We are seeking applicants with a background in programs, services, or policies that improve quality, utilization and/or access to health care services in the United States. Faculty may also teach core undergraduate courses and electives in the Public Health major.
The successful applicant would join a dynamic, student-centered, and collegial division with six other tenure-track faculty and several instructional faculty (please see our website at https://wou.edu/hexs/). Position duties would entail teaching three 4-credit courses per term with a primary responsibility for Public Health Program Planning and may also include US Health Care System and Health Policy, Health Communication, Environmental Health, Migrant Health, and electives in the applicant's specialty areas. Engaging in high-impact educational practice, regular public health scholarship, and providing meaningful service to the division, university and profession is expected.

PRIMARY DUTIES AND RESPONSIBILITIES

This description covers the most significant essential and incidental duties performed by this position for illustration purposes, and does not include other work, which may be similar, related to, or a logical assignment for the position. The position description does NOT constitute an employment agreement between the university and employee and is subject to change by the university as the organizational needs and requirements of the job change.

JOB DUTIES
JOB DUTIES (Please ensure the total of "% of Time" equals 100%)

% of Time	Duties / Responsibilities	Essential or Incidental
80%	Instruction: 36 Workload Units (WLUs) The primary responsibility of this position is undergraduate instruction, delivered primarily on campus at WOU. Teaching responsibilities include regular lecture and seminar courses, advising, internship supervision, individualized student research projects, and co-curricular or experiential activities aligned with the curriculum. Faculty will teach across one or more core areas (e.g., Public Health Program Planning, US Health Care System and Health Policy, Health Communication, Environmental Health, Migrant Health) and are expected to: • Demonstrate subject matter expertise and practical relevance in assigned disciplines • Design, implement, manage, and assess courses and co-curricular programming that support learner-centered and inclusive pedagogy • Use appropriate instructional technologies • Provide timely and constructive feedback to students, aligning assessments with learning outcomes and program goals • Develop syllabi in accordance with university and division guidelines • Ensure course accessibility and engagement for students with diverse backgrounds and learning styles • Maintain active communication with students, colleagues, and external stakeholders in a professional and timely manner • Incorporate applied learning tools such as simulations, case studies, and real-world projects • Teach scheduled classes and coordinate appropriate instructional alternatives when needed • Maintain regular office hours (at least five hours per week) • Collaborate with campus services to support student success • Participate in academic advising and mentoring as needed • Support co-curricular initiatives (e.g., clubs, competitions, speaker series) and assist in planning and execution as appropriate • Participate in student learning assessment, program review, and curriculum development activities • Faculty may also take on coordination of special initiatives (e.g., internship programs, entrepreneurship events, professional outreach) depending on program needs and individual expertise	Essential
5%	Service: 2 WLUs Service duties for this position include participation in faculty meetings and serving on program- or university-level committees. May include other service opportunities that emerge, including community activities beyond campus.	Essential
15%	Scholarship and Professional Development: 7 WLUs The tenure-track faculty member is expected to continue to grow and develop a research agenda and be an active member of their field through formal and/or informal activities, which increase knowledge and enhance teaching ability.	Essential

EDUCATION and/or EXPERIENCE

Any combination of experience and training that would provide the required knowledge and abilities is appropriate. A representative way to obtain the required knowledge and abilities are below. **For classified positions, please see classification specifications found online at <https://fa.oregonstate.edu/classification-specifications> to assist with the particular specifications for the position. Please contact Human Resources with questions.**

EDUCATION			
Type of Education	Required	Preferred	Specific field, training or degree
High School Diploma or equivalent (GED)	☐	☐	
Associate degree (A.S., A.A.) or two- year technical certificate	☐	☐	
Bachelor's degree	☐	☐	
Master's degree	☐	☒	Master of Public Health
Doctoral degree or equivalent (Ph.D., J.D., Ed.D.)	☒	☐	Earned Doctorate (e.g. Ph.D., Dr. P.H., or Ed.D.) in public health, health promotion, health education, or related field is required (ABD considered if degree requirements will be completed prior to September 16, 2026).
Other (explain)	☐	☐	

EXPERIENCE			
Type of Experience	Required Years of Experience	Preferred Years of Experience	Notes
Teaching experience in higher education at the graduate and/or undergraduate level	0-6 Months	1-2 Years	
Experience building relationships with community partners	1-2 Years	3-5 Years	
Understanding of public health topics related to improving quality, utilization, and/or access to health care	1-2 Years	3-5 Years	
Experience in program planning, health service, and/or policy development	1-2 Years	3-5 Years	
Experience in student mentorship	1-2 Years	3-5 Years	
Evidence of productive scholarship	1-2 Years	3-5 Years	

SOFT SKILLS			
Soft Skill	Required	Preferred	Notes
	☐	☐	
	☐	☐	
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	☐	☐	
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CERTIFICATES, LICENSES, REGISTRATIONS			
(Select all that apply)	Required	Preferred	Please specify required professional license(s), registration(s), and or certification(s), if applicable:
☒ None			
Driver's license	☐	☐	
Eligibility for Professional license, registration or certification	☐	☐	
Professional license	☐	☐	
Registration	☐	☐	
Certification	☐	☐	

SUPERVISION		
Check the box next to each supervision level utilized by this position.		
Level 1	Positions at this level are not responsible for any supervisory functions or responsibilities but may occasionally be asked to orient and/or train new employees.	☒
Level 2	Lead Capacity: Positions at this level are responsible for providing leadership and instruction in daily work or special project direction that is provided to personnel in similar job functions at comparable or subordinate levels. This work is limited to individuals in same work unit. Positions are not responsible for hiring, firing, disciplinary actions, etc.*	☐
Level 3	Positions at this level are normally responsible for some supervisory responsibilities, including providing daily work direction, making recommendations regarding hiring, disciplining, terminating employees, making pay adjustments, and/or making employee job/assignment changes. These jobs do not make independent employment related decisions.	☐
Level 4	Positions at this level are normally responsible for a full range of supervisory responsibilities, including providing daily work direction, hire, discipline and terminate employees, make pay adjustments, communicate performance appraisals, approve absences, and/or make employee job/assignment changes subject to Department Head approval. This is the first full level of supervisory responsibility. Jobs at this level and higher are typically exempt.	☐
Level 5	Positions at this level are normally responsible for a full range of supervisory responsibilities, including providing daily work direction, authority to hire, discipline and terminate employees, make pay adjustments, communicate performance appraisals, approve absences, and/or make employee job/assignment changes. Supervision will typically include both exempt and nonexempt positions which may include other supervisors.	☐
Level 6	Positions at this level are normally responsible for full managerial responsibility including providing direction to other supervisors/managers regarding the supervision of their staff. Supervisory span will include direct and indirect reports, may cover multiple departments.	☐
Level 7	The positions at this level are normally responsible for the overall management of the college, including providing direction to senior managers regarding the	☐

supervision of their staff. Final managerial authority and responsibility rests at this level.	
If Level 3 or above is selected, please list direct reports:	
Job Title (i.e. "Student Employee", "Office Specialist 1")	Number of Employees Supervised with this Job Title

*A **lead role** typically will provide oversight of people, projects, or functions. Whereas a supervisor will hire, fire and have performance appraisal responsibilities. A lead may contribute to these processes but typically does not have final decision-making authority in employment decisions.

DECISION MAKING & FISCAL RESPONSIBILITY	
For full definitions of terms in the drop down lists please see the Position Description Writing Guide on the Human Resources Forms Page .	
Scope of Decisions Made:	Policy Driven
Impact of Decision Made:	Unit/Department
Autonomy and Discretion:	Independent Work, Results Defined
Fiscal Authority:	None
Fiscal Responsibilities:	None
Operating Budget (\$):	\$ n/a
Grant Funding (\$):	\$ n/a
Number of Grants:	
Foundation Funding (\$):	\$ n/a
Number of Foundation Funds:	
Agency (WOU) Funding (\$):	\$ n/a

WORKING CONDITIONS		
Typical Work Functions* (check all that apply)	☐ Balancing	☐ Carrying
	☐ Climbing	☐ Crawling
Typical Working Environment and Hazards* (check all that apply)	☐ Crouching/ Stopping	☐ Driving
	☐ Feeling/Handling	☒ Keyboarding/Computer Use
	☐ Personal Protective Equipment	☐ Pulling/Pushing
	☐ Reaching	☒ Regular interaction with customers
	☐ Repetitive movement	☒ Sitting
	☒ Speaking	☐ Specific Work Schedule
	☐ Squatting	☒ Standing
	☒ Telephone Use	☐ Twisting/Bending
	☒ Walking	☒ Writing
	☒ Normal office environment	☐ Animals/Wildlife
	☐ Chemicals	☐ Confined Spaces
	☐ Darkness/Poor Lighting	☐ Dust/Fumes
☐ Electrical Hazards	☐ Explosives	
☐ Fire Hazards	☐ Heights	

☐ Human-Source Material (e.g., blood) ☐ Moving machinery/Heavy Equipment ☐ Noise ☐ Potential Combative Work Environment ☐ Traffic ☐ Weather Extremes	☐ Indoor Temp Extremes (Heat/Cold) ☐ Near-Continuous Use of Video Display ☐ Pathogens ☐ Radiation ☐ Vibration
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Lifting Demands*	Up to 10 pounds
Additional Physical Demands or Work Conditions:	
Frequency of Travel*	Up to 10%
Work Schedule (if not typical or specified)	

ADDITIONAL REQUIREMENTS

Background/Education Check: A criminal background check will be completed as a condition of employment. Education checks are processed for positions requiring a formal degree as a minimum requirement. Reference checks will be conducted.

Equal Employment Opportunity: Western Oregon University is an equal opportunity employer that is committed to diversity, equity and inclusion in the workplace. We celebrate our inclusive work environment and encourage people of all backgrounds and perspectives to apply.

We embrace our differences and know that our diverse team is a strength that drives our success.

Accommodation Requests: Western Oregon University is committed to developing a barrier-free recruitment process and work environment. If you require any accommodations, please email us at [employment\[at\]wou.edu](mailto:employment[at]wou.edu) and we will work with you to meet your accessibility needs.

Acknowledgement:

Employee Printed Name	Employee Signature / Date
Supervisor Printed Name	Supervisor Signature / Date
Reviewer (VP / Director)	Reviewer Signature / Date
HR Director	HR Director Signature / Date

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HR USE ONLY:

Received by:	Date

Position Class #:	Employee Class	Job Location	Appointment Percent
CUPA-HR#/Title	NOC Code	Category Code	SOC Code

Actions Taken

☐ NBAPBUD/NBAPOSN ☐ NBAJOBS ☐ PEAFAC ☐ Electronically Filed

NOTES: