



## Term Adjunct Position - Course Author/Instructor

Academic Year 2025/2026

**Posting Date:** April 14, 2025

**Closing Date:** May 13, 2025

**The Faculty of Law, Queen's University** invites applications from suitably qualified candidates interested in developing and teaching an Environmental Law course in the Certificate in Law program. The Certificate in Law is a part-time undergraduate program offered online and provides students with a foundational understanding of the law in different subject areas. Students are primarily undergraduates at Queen's and other universities who may be enrolled in a variety of degree programs in different subject areas. Expected enrolment for this course is approximately 50 students. The Course Authorship contract will commence as soon as possible with the offering of the course anticipated to be held in the Winter 2026 term.

### ***Qualifications:***

Qualifications include a Juris Doctor (J.D. or LL.B. degree or equivalent degree) and practice experience in the environmental law sector, plus prior relevant course development and teaching. Graduate legal education (LL.M. or PhD or equivalent) would be considered an asset. The successful candidate will have experience working with an online learning management system; experience in course design, development, and online delivery; and exhibit strong potential for outstanding teaching contributions and a commitment to pedagogical excellence.

### ***Conditions:***

#### **Course Development**

Under the Course Authorship contract, the successful candidate will be responsible for designing the Environmental Law course using best practices in online learning, with support from the Faculty of Law's Educational Development team, to meet quality standards. Development of the course is required by the end of September 2025.

#### **Teaching**

Under the teaching contract, the successful candidate will be responsible for teaching of a new online course and will spend most of their time facilitating online discussions and activities; engaging with students in a timely manner via email; marking, and managing TAs who will assist with marking. Some flexibility in scheduling may be required.

The Winter 2026 term is from January 1, 2026 to April 30, 2026. Classes begin on January 5, 2026 and end on April 6, 2026. Exams will run from April 9, 2026 to April 23, 2026, with grades uploaded no later than the first week of May 2026. The appointment period for the teaching contract is December 1, 2025 to May 31, 2026.

Please note that expected class sizes are an approximation only and may be higher or lower than indicated,

depending upon student enrolment. The enrollment cap indicates the maximum number of students. **In keeping with the Faculty's policy, the Faculty may exercise its discretion to cancel any course with fewer than 40 students enrolled.**

**The successful candidate will be required to teach 100% of the course. Proposals for team teaching by co-instructors will be considered.**

The academic staff at Queen's are governed by a Collective Agreement between Queen's University and the Queen's University Faculty Association (QUFA) which is posted at:

<https://www.queensu.ca/facultyrelations/qufa/collective-agreements-lous-moas>

### **Employment Equity and Accessibility Statement**

The University invites applications from all qualified individuals. Queen's is strongly committed to employment equity, diversity and inclusion in the workplace and encourages applications from Black, racialized/visible minority and Indigenous people, women, persons with disabilities, and 2SLGBTQ+ persons.

All qualified candidates are encouraged to apply; however, in accordance with Canadian immigration requirements, Canadian citizens and permanent residents of Canada will be given priority.

The University will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation during the recruitment process, please contact Lisa Latour Colby, Director, Human Resources at [lawpositions@queensu.ca](mailto:lawpositions@queensu.ca).

### **Application Procedure**

To comply with Federal laws, the University is obliged to gather statistical information about how many applicants for each job vacancy are Canadian citizens / permanent residents of Canada. Applicants need not identify their country of origin or citizenship; however, all applications must include one of the following statements: "I am a Canadian citizen / permanent resident of Canada"; OR, "I am not a Canadian citizen / permanent resident of Canada". Applications that do not include this information will be deemed incomplete.

A complete application consists of:

- Cover letter (including one of the two statements regarding Canadian citizenship / permanent resident status specified in the previous paragraph);
- Current and complete Curriculum Vitae;
- Teaching Dossier, which may include information about past teaching experience, including course evaluations, sample syllabi, and assignments;
- Two referees who may be contacted.

The deadline for applications is **May 13, 2025**. Interested persons are encouraged to send all documents in their application package electronically as a PDF, addressed to Kevin Banks, Associate Dean (Faculty and Academic Policy), Queen's University Faculty of Law to:

Lisa Latour Colby, Director, Human Resources  
Queen's University, Faculty of Law  
Telephone: 613-533-6000 ext. 75068  
Email: [lawpositions@queensu.ca](mailto:lawpositions@queensu.ca)