



**United States Coast Guard Academy**  
**Assistant Professor, Analytical Chemistry**  
**Department of Chemical and Environmental Sciences**

<b>Location:</b>	New London, CT	<b>Pay Plan /Series/Grade:</b>	AD-1710-00
<b>Hiring Agency:</b>	United States Coast Guard	<b>Position Title:</b>	Assistant Professor of Chemistry
<b>Announcement Number:</b>	SSMH-25-01 (USA Staffing Ref #: 20241115-82630)	<b>Opening Period:</b>	Open until filled; first cut-off date is <b>December 14, 2024</b>
<b>School:</b>	Science, Math, and the Humanities		
<b>Department:</b>	Chemical and Environmental Sciences	<b>Temporary or Permanent:</b>	Permanent
<b>Supervisory:</b>	No	<b>Relocation Authorized:</b>	Subject to approval
<b>Telework Eligible:</b>	No	<b>Security Clearance:</b>	Non-Sensitive
<b>Travel Required:</b>	Occasional		
<b>Salary Range:</b>	\$102,162 to \$142,471	<b>Position Type:</b>	Tenure Track 10-month

## **Description:**

The U.S. Coast Guard Academy Department of Chemical and Environmental Sciences invites applications for a tenure track position as Assistant Professor of Chemistry with specialization in Analytical Chemistry applied to the environment. The desired start date is July 28, 2025.

The U.S. Coast Guard Academy is a highly selective federal military college that provides a rigorous undergraduate program and is committed to building a talented faculty of teacher-scholars who collaborate to provide a multi-disciplinary and hands-on approach to learning and leadership development. We encourage qualified applicants from all backgrounds to apply for consideration. The U.S. Coast Guard Academy is an Equal Opportunity Employer. Visit [www.uscga.edu](http://www.uscga.edu) for more information.

This is an appointment in the excepted service as a tenure track faculty member on a 10-month work schedule for an initial period not to exceed three years, with extensions and a permanent appointment contingent on successful progress and tenure reviews. The work schedule is full-time. This position is not eligible for telework and not eligible for remote work. All teaching is done in person. Relocation expenses might be authorized. Occasional travel is required.

Salary offers may be made outside of the listed range for exceptional candidates.

## **Duties and Responsibilities**

The Department of Chemical and Environmental Sciences seeks applicants for a tenure track faculty position. We seek a colleague with potential to teach a range of courses including Instrumental Analytical Chemistry with laboratory, Fate and Transport of Chemicals in the Environment, Environmental Science with laboratory, General Chemistry 1 and 2 with laboratory, and research capstone courses up to twelve contact hours/week per fall and spring semester, leading undergraduate research, performing scholarly research, advising students, and service to the institution. Teaching mastery and peer-reviewed scholarship are expectations for promotion and tenure. Successful candidates must be able to operate in a multi-section, multi-instructor core course as a team member and/or course coordinator. The selectee may be asked to teach during summer term.

Duties also include the creation of a vibrant, active research program that can reasonably be done with a combination of Coast Guard Academy resources, identified collaborators, and external funding. The program will involve undergraduates in the creation of peer-reviewed publications, presentations, and other scholarly work. A sustainable research program in a field broadly related to analytical and environmental chemistry is preferred. The candidate will also use and maintain analytical chemistry equipment in their teaching and research including instruments for liquid

chromatography, gas chromatography-mass spectrometry, visible and infrared spectrometry, fluorimetry, inductively coupled plasma-mass spectrometry, and other equipment for use in teaching and research laboratories.

### **Minimum Qualifications**

1. Doctoral degree in Chemistry, Analytical Chemistry, Environmental Chemistry, or a closely related field. ABD candidates must include a letter in the application from the applicant's major professor attesting that the candidate will complete all requirements for the Ph.D. before the start date.
2. College-level teaching or teaching assistant experience.

### **Preferred Qualifications**

1. An affinity for active learning and equitable classroom teaching methodologies and be an active participant in educational communities that foster the use of these practices in the classroom.
2. Experience applying analytical chemistry to environmental systems and/or contaminants.
3. Experience working with undergraduate researchers.
4. A plan for research with undergraduates.
5. Excellent communication and interpersonal skills.
6. Demonstrable experience consistent with a full commitment to the Coast Guard's core values.

### **Requirements**

All qualification requirements must be met by the first cut-off date of the announcement with the exception of ABD. ABD must include a letter in the application package signed by the applicant's major professor attesting that the candidate will complete all requirements for the Ph.D. before the start date.

### **How to Apply:**

Please submit the following:

1. Curriculum Vitae (Resume). Please submit this file using the file name "Last Name\_CV."
2. A Letter of Application. Please submit this file using the file name "Last Name\_Letter."
  - a. (a) providing a narrative description of how you meet the minimum degree and specialized experience qualifications, as well as the additional qualifications criteria specified in this vacancy announcement (note:

- qualifications will not be determined by information provided in this letter; rather, the CV must reflect the qualifications and this letter provides a narrative description); and
- b. (b) listing names, mailing addresses, email addresses, and telephone numbers of at least three professional references.
  3. Personal statement on teaching, scholarship, mentorship, and service and how you would build a positive learning environment at the USCGA, a maximum of three double-spaced pages. Please submit this file using the file name "Last Name\_Personal Statement."
  4. Personal statement on research including your experience mentoring research with undergraduates and your plan for a research program you would like to develop and how it will thrive at the USCGA, a maximum of three double-spaced pages. Please submit this file using the file name "Last Name Research Statement."
  5. Proof of Education Requirement (Unofficial Transcripts) –and- if applicable, letter confirming likelihood of completing doctoral degree by the start date. Please submit this file using the file name "Last Name Transcripts."
    - a. You must provide evidence of your education by submitting legible copies of your unofficial degree transcripts from accredited colleges/universities. The transcript copies must reflect both your name and the college/university name and/or logo. If tentatively selected for this position, you must submit official transcripts to the Human Resources office prior to receiving a firm offer of employment. Applicants are highly encouraged to proactively order a copy of their official transcripts to be delivered to their home address and be readily available. Foreign education completed in foreign colleges or universities may be used to meet federal qualification requirements if you can show that your foreign education is comparable to education received in accredited institutions in the U.S. It is your responsibility to provide such evidence, e.g., an evaluation statement, with your application. Additional information is available on the Department of State site under evaluation of foreign degrees for a U.S. Government application, linked here:  
<https://www.state.gov/family-liaison-office/family-member-employment/family-member-employment-in-the-d-c-area/evaluation-of-foreign-degrees/>
  6. Applicants claiming Veterans' preference or if you are currently on active duty:
    - a. Veterans claiming 5-point veterans' preference must submit legible Member 4 Copy DD214(s) indicating Character of Service. 5-point preference will not be granted if appropriate documentation is not submitted with your application.
    - b. 30% Disabled Veterans must submit their Member 4 Copy DD-214(s), which includes Character of Service, a fully completed SF-15, and VA Disability Letter with percentage of disability OR documentation of

- disability determination from a branch of the Armed Forces which reflects a compensable service-connected disability of 30% or more.
- c. Other 10-point Preference Eligibles must submit applicable Member 4 Copy DD-214(s), which includes Character of Service, a fully completed SF-15, and all required documentation described on the back of the SF-15 which proves that you are entitled to such preference. 10-point preference will not be granted if appropriate documentation is not submitted with your application.
  - d. If you are a current active-duty military member who does not have a DD214 and are claiming preference under the Veterans Opportunity to Work (VOW) Act, you must submit certification from the Armed Forces indicating that you will be discharged or released under honorable conditions from active duty within 120 days from the date on the certification document. Certifications must be on letterhead from the appropriate military branch and include the following information: military dates of service and expected discharge or release date, character of service, military rank, type of discharge and date when terminal leave will begin. Certifications must be signed by, or by direction of military members' military personnel offices, unit commanders or higher headquarters.

Finalists for the position will be required to submit documentation verifying the minimum requirements, including official transcripts. Applicants do not need to provide these by the priority cut-off date but should ensure they are ready to supply them when asked. Official transcripts are required to be submitted prior to receiving a firm offer of employment.

Please attach all documents and email them to **CGA-EDU-SMB-FacultyApplications@uscga.edu**

Priority consideration will be given to applications submitted in their entirety by 11:59 PM ET on the first cut-off date of the announcement (see cover page).

**Inquiries:** Tammie Kaman, School Business Manager,  
[CGA-EDU-SMB-FacultyApplications@uscga.edu](mailto:CGA-EDU-SMB-FacultyApplications@uscga.edu)

### **Other Information**

DHS offers an attractive benefits package that includes health, dental, vision, life, and long-term care insurance; retirement plan; Thrift Savings Plan [similar to a 401(k)]; Flexible Spending Account; Employee Assistance Program; personal leave days; and paid federal holidays.

Relocation expenses, if permitted, will be paid in accordance with governing regulations.

This position is open to U.S. Citizens and non-citizens. Non-citizens must provide evidence that they are eligible for appointment to this position on the date they submitted their application and that they will remain eligible to meet all conditions of the appointment which is anticipated to be three years, with extensions and a permanent appointment contingent on successful progress and tenure reviews. The US Coast Guard Academy does not sponsor visas.

If you are selected for this position, you will be subject to a determination of your suitability for Federal employment. All selectees are subject to an appropriate investigation as a condition of placement into this position. Certain investigation levels may automatically require a credit check after initial job qualifications have been met. For those positions that do not automatically require a credit check, it may later be required if the initial investigation surfaces a potential issue.

The tentative selectee will be required to complete questions contained on the [Declaration for Federal Employment, OF-306](#) at the time a tentative job offer is made. At the time of appointment, the selectee will be required to update the OF-306. Certain responses on the form could result in disqualification for appointment based on suitability determinations.

DHS uses E-Verify, an Internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about your rights and responsibilities at [E-Verify](#).

All Federal employees are required to have Federal salary payments made by direct deposit.

For Veterans' preference eligibility, visit [Veterans' Resources](#) and see the How to Apply section of this vacancy announcement.

In alignment with Federal hiring policies, more than one selection may be made from this announcement if additional identical vacancies in the same title, series, grade, and unit occur within 90 days from the date the certificate was issued.

If you need a reasonable accommodation for the application and hiring process, please contact 860-444-8508. Decisions on granting reasonable accommodation will be made on a case-by-case basis. Visit [DHS Program of Reasonable Accommodation](#).

OPM must authorize employment offers for former or current Political Appointees. If you are currently, or have been within the last 5 years, a political Schedule A, Schedule

C or Non-Career SES employee in the Executive Branch, you must disclose this information.

### **What to Expect Next**

You will receive an acknowledgement of the receipt of your application. If you do not receive such confirmation, do not assume your application was received. All applicants will receive notification regarding selection or non-selection.