

**Position:** Full-time professor

**Primary location:** Universidad de las Américas Puebla at San Andrés Cholula, Puebla. México.

**URL:** [www.udlap.mx](http://www.udlap.mx)

**Type of contract:** Fixed term.

**Salary:** Commensurate with qualifications and experience.

**Fringe benefits:** Health insurance, pension and retirement benefits.

**Teaching load:** 6-8 courses per year, depending on research productivity.

**General positions available for the following fields of knowledge:**

1. EDUCATIONAL ADMINISTRATION.

**General overview of the functions for all positions**

The applicant will teach, conduct research and advise in his/her area(s) of expertise. Essential responsibilities include:

- To teach at the undergraduate and graduate levels and lead instructional activities specified in the approved curriculum and in the faculty bylaws. These activities include lecturing, leading seminars, individual and group tutoring, writing and correcting exams, correcting papers and reports and conducting and supervising evaluation activities.
- To participate in departmental and school activities, including meetings, committees, course and program evaluation, curriculum development, and grant preparation.
- To provide academic support and advice to students.
- To undertake cutting edge research to contribute to the intellectual mission of the university and to the consolidation of the Doctoral programs and their corresponding research lines.
- To participate in calls for research proposals.
- To participate in inter-institutional and/or interdisciplinary research projects linked to regional and national companies and/or to internationally recognized institutions.
- To participate in the National System of Researchers (SNII - *Sistema Nacional de Investigadoras e Investigadores*).
- To publish research achievements or artistic creation projects.

**General required qualifications for all positions**

Education

- Advanced university degree (Ph.D. or equivalent)
- Area of expertise:
  - EDUCATIONAL ADMINISTRATION.

Work Experience

- At least 3-4 years of relevant scientific research experience at the national and international levels.
- At least 3-4 years of undergraduate or graduate teaching.
- Experience in the design, implementation and management of research projects.
- Demonstrated professional experience in the field of expertise.
- Experience in the design and implementation of research projects in the field of expertise.

Skills/Competencies

- Ability to teach and advise undergraduate and graduate students in English and Spanish.
- Excellent analytical skills. Ability to collect, summarize and analyze information from various sources. Proven ability to work effectively in a multidisciplinary and international environment.
- Capacity to build and maintain partnerships with internal and external institutions and companies.
- Ability to communicate effectively on technical and scientific issues in English and Spanish.
- Excellent written and oral communication skills in English and Spanish.

Languages

- English and Spanish.

**Desirable qualifications for all positions**

Work Experience

- Proven experience in teaching and/or mentoring undergraduate or graduate students.
- Professional experience in organizations in Educational Administration.

**Position to start:** Springer 2025 semester (January).

**Application instructions:** (*Applications must be sent by email*)

Send cover letter, curriculum vitae (CV) with the titles of the theses of academic degrees and three letters of recommendation to the Office for Research and Graduate Studies: [claudia.ramirez@udlap.mx](mailto:claudia.ramirez@udlap.mx)

**Find UDLAP's undergraduate and graduate programs [here](#).**

**Learn more about UDLAP's researchers and research projects [here](#).**