

**Business Communication/Technical Communication  
Lecturers for Spring 2026  
Tufts University**

Direct Link: <https://www.AcademicKeys.com/r?job=263369>

Downloaded On: Oct. 6, 2025 7:59pm

Posted Oct. 6, 2025, set to expire Feb. 14, 2026

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| <b>Job Title</b>            | Business Communication/Technical Communication<br>Lecturers for Spring 2026           |
| <b>Department</b>           | School of Engineering: Tufts Gordon Institute   |
| <b>Institution</b>          | Tufts University<br>Medford, Massachusetts  |
| <b>Date Posted</b>          | Oct. 6, 2025  |
| <b>Application Deadline</b> | Open until filled   |
| <b>Position Start Date</b>  | Available immediately   |
| <b>Job Categories</b>       | Lecturer/Instructor   |
| <b>Academic Field(s)</b>    | Business Communications   |
| <b>Job Website</b>          | <a href="https://apply.interfolio.com/174548">https://apply.interfolio.com/174548</a> |
| <b>Apply By Email</b>       |   |
| <b>Job Description</b>      |   |

**Business Communication/Technical Communication Lecturers for Spring 2026**

Tufts Gordon Institute has openings for part-time lecturers at the graduate level to teach the 7-week course EM 252B, Business Communications: Presentations and Public Speaking for Technical Professionals during the second session of the spring 2026 semester (March 11-April 27). The part-time lecturer would be teaching an existing course that already has a fully developed curriculum. Preference for teaching the course in person on the Tufts Medford campus, but the possibility to teach online could also be considered.

**In-Person Format:** Either one 3-hour class session or two 90-minutes class sessions per week

**Online Format:** Primarily asynchronous course with once-per-week synchronous online meetings of 45-

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60 minutes.

### Course Description

Being an effective, inclusive communicator is an essential part of being a successful scientist, engineer, or technical professional. Effective communication is the only way to share the results of your work, to collaborate, to innovate, and to meet your ethical obligations as a practicing professional. You will learn methods to plan and deliver effective business presentations for diverse audiences, including creating clear, engaging slides and data graphics. You will practice and gain confidence in public speaking for in-person and virtual formats.

### Course Topics

- Principles of effective business communication
- Public speaking and delivery of presentations
- Planning content and organization for a presentation
- Design of PowerPoint slides
- Data graphics
- Accessibility in presentations
- Virtual presentations
- Group presentations
- Managing meetings
- Storytelling to engage the audience
- Inclusive presentations for diverse audiences
- Cross-cultural communication

Qualifications: Professional experience in communications, leadership, and/or management in an engineering or technical field and previous college-level teaching experience preferred.

### About Tufts Gordon Institute

Based within the School of Engineering, the Gordon Institute at Tufts University provides students with the knowledge and skills they need to lead both teams and entire companies through programs taught by faculty who have excelled in industry. TGI develops leaders by bringing together diverse perspectives to tackle real-world challenges. This cross-disciplinary approach enriches how we teach applied business—where technical expertise meets strategic thinking meets human insight.

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**EEO/AA Policy**

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**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

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