

Business Communication/Technical Communication Lecturers for Spring 2026 Tufts University

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

Downloaded On: Nov. 25, 2025 4:44pm Posted Oct. 6, 2025, set to expire Feb. 14, 2026

Job Title Business Communication/Technical Communication

Lecturers for Spring 2026

Department School of Engineering: Tufts Gordon Institute

Institution Tufts University

Medford, Massachusetts

Date Posted Oct. 6, 2025

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Lecturer/Instructor

Academic Field(s) Business Communications

Job Website https://apply.interfolio.com/174548

Apply By Email

Job Description

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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Contact Information

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

Contact

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