



**ADJUNCT INSTRUCTOR
PART-TIME POSITION – Multicultural Education**

JOB DUTIES AND RESPONSIBILITIES:

1. Meeting all scheduled classes and providing instruction in accordance with the philosophy and objectives of the college and the Department Chair's approved course outline.
2. Using teaching methods and media designed to reach students of varying educational and experiential backgrounds to allow each student the opportunity to master the objectives of the course.
3. Informing students of course requirements through a course syllabus, including specific objectives, means of attaining objectives, and methods of instruction and grading.
4. Evaluating students on a continuing basis to allow them to be aware of their own progress.
5. Participate in department and/or college level assessment of student learning outcomes in general education and career/technical courses and programs as required.
6. Recommending instructional materials, textbooks, appropriate instructional equipment, and the Library supportive reference materials.
7. Maintaining and submitting records as required by policy and procedures.
8. Effectively demonstrates ability to plan, organize, and deliver appropriate curriculum.

MINIMUM QUALIFICATIONS:

- Master's Degree in any field plus 18 graduate credit hours in education
- Two years teaching experience at the post-secondary level

PREFERRED QUALIFICATIONS:

- Master's Degree in Education or related field
- Have effective interpersonal skills, including the ability to collaborate successfully with faculty, students and administration
- Ability to work cooperatively and effectively with diverse student populations with special emphasis on first-generation, low-income, students of color, and non-traditional learners
- Demonstrate instructional quality; e.g., coursework or training in teaching methods and assessment of student learning
- Demonstrate an ability to improve all students' learning by assessing students, programs and campus outcomes and adjusting based on the data
- Experience with educational technology such as using a learning management system, telepresence, hybrid classes and a willingness to continue to learn and incorporate educational technology
- Educational philosophy in alignment with that of a small rural, comprehensive Community College and enthusiasm for this type of environment and the aspirations of its people

COMPENSATION:

\$439.24 - \$1,597.02 per credit hour depending on number of students enrolled in courses

APPLICATION INSTRUCTIONS:

For consideration, an applicant file must contain:

1. Resume
2. Official transcripts

Please submit the application file to:

Kelsey Barbee
Director of Human Resources
Otero College
via email at kelsey.barbee@otero.edu
719 384-6824

Application Deadline: July 25, 2022