

Main Campus:
21 Campus Circle
Murphy, NC 28906
Phone: (828) 837-6810
Fax: (828) 837-0028
or (828) 837-3266



Graham County Center:
P.O. Box 1997
145 Moose Branch Road
Robbinsville, NC 28771
Phone: (828) 479-9256
Fax: (828) 479-6280

ADVERTISEMENT OF POSITION VACANCY

Posting Date: July 19, 2021

Position: Chemistry Instructor (Full-time)

Basic purpose of position:

Under supervision of the Vice President for Instruction, and in cooperation with the Dean, the Instructor is responsible for assigned teaching duties and other related institutional activities.

Qualifications:

Master's in Chemistry with 18 credit hours in the discipline required. Previous teaching experience preferred.

Job Description/Duties:

- Plan, organize, and develop each course taught in accordance with acceptable academic standards.
- Maintain up-to-date course outlines and objectives for each course to be taught, assist with the development of new courses, and assist in revisions of existing courses.
- Serve as a faculty advisor as assigned and be available for advising of students on all designated registration days.
- Participate in a continuous program of curriculum evaluation.
- Assist in developing program budgets for supplies and equipment and submit requisition information for the administration to order these items.
- Evaluate each student by keeping necessary records to provide the college with an adequate profile of each student.
- Promote retention by assisting students to develop strategies for success.
- Provide all class records/grades to the Registrar and to the Curriculum Records and Reporting Specialist.

Salary Range: In accordance with the College's Compensation Plan. Category 3: Curriculum Faculty
Estimated Range: \$42,382 - \$44,325 (9 month contract)

Work Schedule: Nine month Contract/Fall and Spring Semesters. Summer teaching opportunities will be available for additional compensation.

Proposed Hiring Date: As Soon As Possible. A six-month probationary period is required by college policy.

Deadline to Apply: July 30, 2021 or until filled.

How to Apply: A TCCC application is required, plus a letter of interest, resume, and transcript/s. For an application packet, contact the Human Resources Office at Tri-County Community College, 21 Campus Circle, Murphy, NC 28906. Phone: (828) 835-4325 or e mail humanresources@tricitycc.edu. Incomplete application packages will not be considered.

Equal Opportunity Employer