

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: September 12, 2022

Position: Mathematics Instructor (Full-time)

Basic purpose of position:

Under supervision of the Vice President for Teaching and Learning, and in cooperation with the Dean, the Instructor is responsible for assigned teaching duties and other related institutional activities. Courses taught may be in person, online or a hybrid delivery, and may be taught at all College instructional locations. All levels of mathematics courses, from developmental to advanced calculus, may be a part of the teaching load.

Qualifications:

Master's Degree in Mathematics or Mathematics Education with 18 credit hours in the discipline (Mathematics) 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.

Estimated Range: \$45,400 – \$48,500 (9 month contract)

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

Proposed Hiring Date: As Soon As Possible. First course assignments to begin in January 2023. A six-month probationary period is required by college policy.

Deadline to Apply: September 26, 2022 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 Julia Hall at Tri-County Community College, 21 Campus Circle, Murphy, NC 28906. Phone: (828) 835-4299 or e mail humanresources@tricountyycc.edu.

Incomplete application packages will not be considered.

Equal Opportunity Employer