

Independence Community College

Position Announcement

Associate Professor of Math

Independence Community College (ICC) is seeking applications for the position of **Associate Professor of Math**. ICC is a small, rural, residential community college in southeast Kansas. ICC is dedicated to continuous quality improvement through the Standard Pathways accreditation process. ICC is an Equal Opportunity Employer.

Position Summary

The college is seeking a full-time tenure-track faculty member to teach courses offered by the Math department. Instructors teach a total of 30 credit hours per year of mathematics courses.

Qualifications

A Master's Degree in Mathematics or appropriate equivalent degree is required. At least 18 credit hours of Math coursework at the graduate level is required. The applicant's degree must be from a regionally accredited institution of higher learning recognized by the U.S. Department of Education. Preferred Qualifications include three or more years of community college teaching experience, developmental teaching experience, and experience working with a diverse student body.

Position Information

This position will be paid in accordance with, and is eligible to be included, in the bargaining agreement between Independence Community College and the Independence Community College Faculty Association. Instructor affiliation with the ICC Faculty Association is voluntary.

Application Procedure

The first deadline for applications is October 22, 2018. Candidates whose education and experience match or exceed the job requirements either apply online at www.indycc.edu/hr. A complete application packet which includes the following:

- Cover Letter
- Résumé and/or VITA
- Transcripts (unofficial copies are acceptable for consideration, but official copies will be required for employment) from a regionally accredited institution of higher learning recognized by the U.S. Department of Education.
- Three Academic and Professional references with contact information
- A signed and completed Independence Community College application form www.indycc.edu/hr

For a complete position announcement and job description, please go to www.indycc.edu/hr

INTERVIEW PROCESS: Finalist asked to interview with Independence Community College will be asked to, make a 15 to 20 minute teaching presentation in addition to meeting with the hiring committee.

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Job Description

Associate Professor of Math

Primary Responsibilities

Instruct students in Math coursework using approved course outcome guides developed by college-wide subject area Faculty; assess student performance in these courses.

1. Attend and participate in college-wide, campus/center division, department, and program meetings and activities.
2. Serve on Subject Area Curriculum Committees and/or such other College committees as may be assigned.
3. Attend in-service meetings.
4. Provide certification lists, and post student progress reports and grades on time, in conjunction with Registrar and Financial Aid requirements.
5. Maintain regularly scheduled office hours to facilitate students' learning needs.
6. Remain current in the field through a variety of professional development activities.
7. Comply with published College Policies and Procedures.
8. Perform other related duties, as applicable and as outlined in the Faculty Negotiated Agreement.

Working Conditions/Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, but only after full disclosure by the applicant.

1. Position generally requires light work with occasional lifting of up to (30) pounds or more, carrying supplies, equipment. The job requires varying amounts of sitting, standing and walking.
2. This position requires the ability to sit or stand for extended periods of time.
3. The ability to communicate clearly with an excellent comprehension of the English language is essential.
4. Work is generally performed in an indoor setting.