

POSTING DETAILS	
Posting Number:	1415
Position Title:	Part-Time Community Education/Workforce Instructor
Reports To:	Community Education/Workforce Coordinator
Type of Position:	Part-Time Faculty
Assignment Description:	Part-time faculty teach classes in nearly every subject area at the College. Classes taught by PTF occur in every quarter--fall, winter, spring, summer-- and may be offered morning, afternoon, evenings, weekends.
Salary:	Dependent on class structure - \$17.40 to \$50.74 hourly
Type of Benefits:	Limited tuition waiver; use of fitness facility; sick leave
Department:	Workforce SBDC
Job Summary/Basic Function:	Under general supervision, works collaboratively to provide instruction in various community education and workforce courses.
Essential Duties:	1. Design and implement instructional activities in designated community education/workforce subjects in classroom and field settings, using sound instructional delivery techniques and at times which meet the needs of students and supporting agencies (e.g., on-line, day, evening, weekends) 2. Works with Coordinator to implement, evaluate, and periodically review and revise the organizing framework, learning outcomes, and curriculum of the subject areas. 5. Maintain professional competence and job qualifications. 6. Attend required meetings
MINIMUM QUALIFICATIONS	
Education and Experience:	1. Must possess a degree or expertise in the subject area.
Special Instructions to Applicants:	Copies of transcripts are acceptable at the time of application. Successful applicants may be required to provide official transcripts upon initial hire. VETERAN'S PREFERENCE: In order to establish veteran preference, please upload completed Form DD214 (per OAR 839-006-0445 and OAR 839-006-0450(3)) in Other Documents area. If you wish to be considered for Disabled Veteran's Preference, please upload your DD215.
TO APPLY, PLEASE SUBMIT THE FOLLOWING:	
Optional Applicant Documents:	EEO Form (this document is for statistical purposes and is only viewed by Human Resources) Cover Letter Transcripts
Required Applicant Documents:	Resume
CLOSING DATE:	This is an open pool