

**Adjunct Professor - Computer Literacy
Erie Community College**

Direct Link: <https://www.AcademicKeys.com/r?job=121806>

Downloaded On: Dec. 10, 2019 11:24am

Posted Apr. 5, 2019, set to expire Dec. 13, 2019

Job Title	Adjunct Professor - Computer Literacy
Department	
Institution	Erie Community College Buffalo, New York
Date Posted	Apr. 5, 2019
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Prof of Practice/Clinical Prof
Academic Field(s)	Sciences - Computer Science
Apply Online Here	https://ecc.wd5.myworkdayjobs.com/en-US/AdjunctFacultyExternal/job/Adjunct-Professor---Computer-Literacy_J0000231

Apply By Email

Job Description

Department:

Mathematics/Computer Science

Salary/Hourly

\$46.67 Hourly

Union/Position Status:

FFECC Teaching PT

Posting Closing Date:

December 31, 2019

JOB DESCRIPTION

Adjunct Professor - Computer Literacy Erie Community College

Direct Link: <https://www.AcademicKeys.com/r?job=121806>

Downloaded On: Dec. 10, 2019 11:24am

Posted Apr. 5, 2019, set to expire Dec. 13, 2019

DISTINGUISHING FEATURES OF THE CLASS_:_

Adjunct faculty teach department courses on a part-time basis and evaluate student performance pursuant to guidelines set by the department and the College. Adjunct faculty report to the Department Chair for their discipline. Adjunct faculty are responsible for preparing lesson plans, teaching aids, and instructional materials or activities for class. Adjunct faculty must maintain accurate records on students and submit pertinent data to the department and/or the College.

TYPICAL WORK ACTIVITIES_:_

- * Demonstrates appropriate knowledge of subject;
- * Provides students with appropriate learning materials and expertise in assigned subject(s);
- * Prepares course syllabi and outcomes;
- * Encourages student participation;
- * Evaluates students' performance based on course learning outcomes;
- * Establishes and maintains an organized and disciplined classroom environment;
- * Is responsive to students and provides students with assistance and guidance;
- * Responsible for contributing to and maintaining an inclusive and collaborative College environment;
- * Adheres to all College, Department as well as applicable County policies.

KNOWLEDGE, SKILLS AND ABILITIES_:_

Good knowledge of general educational or training methods; ability to develop educational programs; ability to get along well with others; ability to teach effectively at the college level; good professional judgment; initiative and resourcefulness; industrious and dependability.

MINIMUM QUALIFICATIONS:

Master's Degree preferred or Bachelor's Degree plus 30 hours of appropriate advanced study and the following Computer Science courses. A part-time candidate or full-time math faculty member intending to teach Computer Literacy (CS101) or Web Development and Programming Fundamentals (CS103) must satisfy one of the following options:

*Option A: (Candidates must satisfy all four (4) requirements):

Computer Science I (a high level language, not BASIC); Computer Science II (data structures); A 200 level or above course from a CS, CIS, IT or MIS department (three (3) credit minimum) selected from the following: computer organization (preferably with Assembly language), database, networks, or data

Adjunct Professor - Computer Literacy Erie Community College

Direct Link: <https://www.AcademicKeys.com/r?job=121806>

Downloaded On: Dec. 10, 2019 11:24am

Posted Apr. 5, 2019, set to expire Dec. 13, 2019

communications; A 200 level or above Computer Science course, or a course that includes the use of all the following application software: word processing, spreadsheet and database.

***Option B*:**

A Bachelor's Degree in CS, CIS, IT, MIS, or other computer related field.

***NOTES*:**

Candidate does not need to meet the requirement of thirty (30) hours of mathematics beyond Calculus III. Prior teaching experience desired.

***SPECIAL REQUIREMENTS*:**

Please attach unofficial transcripts with your application. Official transcripts will be required for successful candidates within 30 days of hire.

Our mission to offer quality education includes exposing our students to a diverse range of cultures, experiences and expertise. At SUNY Erie Community College, we value diversity and encourage applicants from all backgrounds to apply.

Contact Human Resources at (716) 851-1840 with any questions.

Notice of Non-Discrimination

SUNY Erie Community College does not discriminate in admission, employment, or in the administration of any of its policies and programs on the basis of race, color, religion, national origin, age, sex, gender, gender expression, gender identity, pregnancy, disability, sexual orientation, familial status, military status, domestic violence victim status, predisposing genetic characteristics, veteran status, criminal conviction, or any other characteristics protected by law. This applies to all students, applicants or other members of the College community (including, but not limited to, vendors and visitors). Grievance procedures are available to interested persons by contacting the Civil Rights Compliance Officer listed below. Retaliation against a person who files a complaint, serves as a witness, or assists or participates in the investigation of a complaint in any manner is strictly prohibited.

The following individual has been designated to handle inquiries regarding the College's non-discrimination policies:

Civil Rights Compliance Officer



Adjunct Professor - Computer Literacy
Erie Community College

Direct Link: <https://www.AcademicKeys.com/r?job=121806>

Downloaded On: Dec. 10, 2019 11:24am

Posted Apr. 5, 2019, set to expire Dec. 13, 2019

Tracy Archie, Chief Diversity Officer
Office of Equity and Diversity
City Campus, Room 174, 121 Ellicott Street
Buffalo, NY 14203
(716) 851-1118

For further information on notice of non-discrimination, please contact:

New York Office

United States Department of Education

Office for Civil Rights, 32 Old Slip 26th Floor,

New York, N.Y., 10005-25010;

Tel (646) 428-3800; Email: <mailto:OCR.NewYork@ed.gov>OCR.NewYork@ed.gov.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Please see the job description for contact details pertaining to this university job announcement.