

Adjunct Faculty - Medical Assisting Program(Open Pool)
Quinsigamond Community College

Direct Link: <https://www.AcademicKeys.com/r?job=244291>

Downloaded On: Sep. 13, 2024 2:20pm

Posted Sep. 5, 2024, set to expire Dec. 28, 2024

Job Title	Adjunct Faculty - Medical Assisting Program(Open Pool)
Department	Faculty
Institution	Quinsigamond Community College Worcester, Massachusetts
Date Posted	Sep. 5, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Faculty Associate Adjunct Professor Lecturer/Instructor
Academic Field(s)	Vocational/Technical Health Sciences
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Job Description

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Adjunct Faculty- Medical Assisting Program(Open Pool)

Category: Adjunct Faculty

Department: School of Health Care

Locations: Worceser, MA

Posted:

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Closes:

Type: Part Time

Position ID: 158636

General Statement

Adjunct instructors teach courses within a specific discipline to a diverse student population on our main campus in Worcester and/or at additional satellite locations within our service area (i.e., Southbridge, Downtown and area high schools). Courses may be assigned for days, evenings or weekends, and responsibilities include instructional preparation, assessment of student performance and assistance to students. Adjunct faculty will attend a limited number of faculty meetings. Instructors will teach courses for the Medical Assisting Program at our Downtown Worcester Campus.

Adjunct Faculty Postings are for potential part-time, non-benefited, positions during the 2022-2023/ 2023-2024 academic years.

Applications for adjunct positions will be held in applicant pools by discipline which, whenever a position opens up in any given discipline, will be consulted when searching for candidates to fill the position. Applicants for adjunct positions will not be notified of their status unless they are contacted to come in for an interview, which might occur soon after applying or as much as a year later.

Job Requirements:

Minimum Qualifications

- Associate Degree
- Applicant must be a graduate a nationally recognized accredited Medical Assistant Program
- Current certification as a Certified Medical Assistant (CMA)
- Knowledge of Medical Assisting Education Review Board (MAERB)
- A minimum of three years' experience working full-time in an ambulatory clinic.
- Has worked within the past three years working in an ambulatory clinic
- Individual must also possess excellent verbal and written communication skills and have the ability to build successful relationships with students and faculty.
- Other duties are assigned.

Preferred Qualifications

Teaching/training experience. Demonstrated commitment to promoting diversity in the curriculum as



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appropriate.

Additional Information:

Quinsigamond Community College is an affirmative action/equal opportunity employer and does not discriminate on the basis of race, color, national origin, ethnicity, gender, disability, religion, age, veteran status, genetic information, gender identity or sexual orientation in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and college policies. The College prohibits sexual harassment, including sexual violence. Inquiries or complaints concerning discrimination, harassment, retaliation, or sexual violence shall be referred to the College's Affirmative Action and/or Title IX Coordinator, the Massachusetts Commission against Discrimination, the Equal Employment Opportunities Commission or the United States Department of Education's Office for Civil Rights.

Quinsigamond Community College will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Diversity, inclusion, and equity are core values at Quinsigamond Community College. We are passionate about building and sustaining an inclusive, respectful, and equitable environment for all students, staff, and faculty. Every member on our college campus enriches our diversity. We support inclusion and are dedicated to ensuring equity in access to opportunities.

Quinsigamond Community College is an equal opportunity/affirmative action employer. Members of underrepresented groups, minorities, women, veterans, persons with disabilities, and all persons committed to diversity and inclusive excellence are strongly encouraged to apply.

Pre-Employment Requirements:

Successful applicants will be required to complete a Criminal Offender Record Information (CORI/SORI) request.

To apply, visit <http://qcc.interviewexchange.com/jobofferdetails.jsp?JOBID=158636>



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Contact Information

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

Contact

Faculty

Quinsigamond Community College

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