

Architectural CAD and Survey, Part-Time Non-Credit
Faculty
Community College of Philadelphia

Direct Link: <https://www.AcademicKeys.com/r?job=252014>

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Posted Jan. 23, 2025, set to expire May 24, 2025

Job Title Architectural CAD and Survey, Part-Time Non-Credit
Faculty

Department All Jobs

Institution Community College of Philadelphia
Philadelphia, Pennsylvania

Date Posted Jan. 23, 2025

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Core Faculty
Faculty Associate

Academic Field(s) Vocational/Technical
Engineering

Apply Online Here <https://www.click2apply.net/lldeOkTXYWz5PtNLMuVxdO>

Apply By Email

Job Description

Posting Details

Position Information

The Community College of Philadelphia's Workforce Development division is seeking an experienced instructor to teach two courses: CAD Basics and Survey Basics. The instructor will develop the course

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content, deliver lectures, and assess student performance to achieve course learning outcomes. This program is a non-credit course with an opportunity to teach multiple cohorts. Classes will meet on Thursdays from 8:00 to 4:00 with a second cohort to be scheduled for Wednesdays from 8:00 to 4:00 (course times subject to change in the future based on college/program needs).

Corporate Solutions provides credit and noncredit education to businesses, organizations, and individuals wishing to enhance their skill set and meet educational goals. We offer a comprehensive menu of high-quality continuing education and career-training programs brought to you by our expert faculty and staff. Corporate Solutions delivers programming through the following business lines: Career & Professional Development Training, Contract Training, Corporate College.

The ideal candidate will have professional experience in the field, familiarity with design theory, building codes, project management, and sustainable practices. Experience developing course materials and assessing student learning effectively is vital to the success of the program.

Course Details:

- **Contact Hours:** 49
- **Class Size:** Maximum 15 students
- **Location:** Community College of Philadelphia
- **Instructional Format:** In-person and online

College Intro

Community College of Philadelphia is an open-admission, predominantly Black institution and a minority-serving institution which provides access to higher education for all who may benefit. CCP's Strategic Plan affirms the College's long-standing commitment to quality, access, affordability and upward mobility while including an emphasis on diversity, equity and inclusion. This plan firmly plants student success at the center of all efforts, establishing the means for each student to achieve their goals.

Teaching faculty are an integral part of the larger Academic and Student Success Division at CCP including Workforce Development or Career Training. The Academic and Student Success Division is a community of learners committed to student success as demonstrated through equitable and measurable outcomes, innovative practices, relevant curriculum, quality learning, and a rewarding student experience. As a minority-serving institution, CCP faculty contribute significantly to our collective efforts to improve student success and eliminate racial equity gaps through the utilization of inclusive and high-quality teaching practices.

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Specific Responsibilities

- Teach both in-person and online courses using the College's Canvas system.
- Actively participate in student learning outcomes assessment and other course evaluations.
- Coordination of one or more Department programs may be required.
- Demonstrate a commitment to the College's mission, vision, and values, fostering its success through a sense of connection and responsibility.
- Communicate effectively, share a clear vision, foster collaboration, inspire positive change, value differences, and work with others to achieve collective success. Proactively identify and address challenges.
- Create an inclusive classroom environment that recognizes and values the diverse academic, socioeconomic, cultural, and ethnic backgrounds of the College's faculty, staff, and students.
- Participate in ongoing course assessment and updates to ensure alignment with program and student learning outcomes.
- Strive for excellence in teaching by applying best practices within the field and modeling behaviors that support student success and retention.
- Utilize innovative teaching methods, technologies, and tools to enhance both in-person and online learning experiences for a diverse student population.
- Maintain office hours for student consultations and respond to questions or concerns outside of class time.
- Foster student success by implementing best practices in teaching, utilizing innovative technologies, and maintaining strong support for students both in and out of the classroom.
- Demonstrate a commitment to professional development, student mentoring, and service to the profession. Stay current on technological advancements, field developments, and best practices related to teaching and student success.

Minimum Qualifications

- Associate degree in the related field required.
- Experience in the field of working in CAD and with Surveying required.
- Design Instructors must have proficiency in Autodesk AutoCAD and Revit, Adobe Create Suite, and SketchUp required.

Preferred Qualifications

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- Bachelor's degree in the related field preferred.
- Experience teaching both studio type design courses as well as technical type lecture courses preferred.
- A portfolio of professional and/or academic work is highly recommended.
- Experience with Rhino and Lumion is preferred.
- College-level teaching experience and professional experience directly related to the area of assignment are preferred.
- Experience developing curriculum, managing a program, or leading a professional team is preferred.
- Demonstrated experience teaching diverse student populations and addressing equity gaps.
- Demonstrated experience teaching within a community college.
- Bilingual or other language proficiency.

Work Location: Main Campus

Benefits Summary

Benefits:

"Success Starts Here" at Community College of Philadelphia. We recognize that our success as a college and the success of our students starts with our employees. Our employees are vital to our success. Our total compensation package includes a comprehensive offer of benefits that are unrivaled by most.

Full-time faculty and staff benefits include:

- College-paid medical, dental, drug, life and disability insurance
- Tuition remission (for classes at the college)
- Forgivable tuition loan (for classes at any accredited academic institution)
- 403(b) retirement plan with 10% College contribution with employee contribution 5%
- Flexible spending accounts

Additional College benefits:

- Winter break: 1 week around the third week in December and New Years
- Spring Break: 1 week in March



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For More information about the College benefits and eligibility based on employee class, please visit:
<https://www.myccp.online/human-resources/benefits-eligibility>

Interested candidates should complete an online application.

- Cover Letter of interest and resume required.
- Name and contact information of 3 references required.
- Employment offers are contingent upon successful completion of background checks in accordance with PA Child Protective Services Law.
- Must be legally eligible to work in the U.S.

Community College of Philadelphia is an affirmative action/equal opportunity employer and does not discriminate on the basis of race, sex, sexual orientation, gender identity, religion, color, national or ethnic origin, age, disability, status as a Vietnam Era Veteran or disabled veteran or any other status protected by law, in matters pertaining to employment.

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * How did you hear about Community College of Philadelphia?
 - CareerBuilder.com
 - Highereducationjobs.com
 - LinkedIn
 - The Chronicle
 - Veterans Job Fair
 - Professional & Technology Diversity Career Fair
 - AL DIA - Diversity Career Fair
 - Community College of Philadelphia Website
 - Indeed.com
 - Other
2. If your answer to the above question is Other, please note the source below. If this question does not apply to you, enter N/A.

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(Open Ended Question)

3. * Salary bands at the College cover a wide range to accommodate varying levels of experience. Generally, salaries fall within the low to mid-range of the posted amounts, with some roles allowing for more negotiation. Please confirm that you have reviewed the salary range and are comfortable with it by responding "yes." Our benefits significantly enhance the total compensation package for full-time staff and include college-paid medical, dental, drug, life, and disability insurance; tuition remission for courses at the college; forgivable tuition loans for accredited institutions; a 403(b) retirement plan with a 10% College contribution and a 5% employee contribution; flexible spending accounts.
 - Yes, the salary range is within my expected salary expectations.
 - No, the salary range is not within my expected salary expectations. (Please note: responding with this answer will disqualify you from the applicant pool, as the range will not exceed the posted ranges.)
4. * Do you have at least an Associate's degree in a related field?
 - Yes
 - No
5. * For Design faculty, do have proficiency in Autodesk AutoCAD and Revit, Adobe Create Suite, and SketchUp?
 - Yes
 - No
6. * Do you have field experience working in CAD and with surveying?
 - Yes
 - No
7. * Do you have experience teaching both studio type design courses as well as technical type lecture courses?
 - Yes
 - No
8. * Do you have a portfolio of professional and/or academic work?
 - Yes
 - No
9. * Do you have experience with Rhino and Lumion?
 - Yes
 - No
10. * Do you have experience developing curriculum, managing a program, or leading a professional team?

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- Yes
 - No
11. * Are you bilingual?
- Yes
 - No

Documents Needed to Apply

Required Documents

1. Resume
2. Cover Letter/Letter of Application

Optional Documents

1. Unofficial Transcripts
2. References

Contact Information

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

Contact Abby Ametrano Aametrano@ccp.edu
All Jobs
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