Biology Learning Lab Specialist, Adjunct Faculty
Community College of Philadelphia

Job Title	Biology Learning Lab Specialist, Adjunct 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	Adjunct Professor
	Faculty Associate
Academic Field(s)	Sciences - Biological
Apply Online Here	https://www.click2apply.net/qnPWG5h4YJw1wfxIwIa25Q
Apply By Email	
Job Description	

Posting Details

Position Information

Position Title: Biology Learning Lab Specialist, Adjunct Faculty

General Description
The Learning Lab at the Community College of Philadelphia is a dynamic and supportive environment designed to enhance student learning and success through academic support. Serving a diverse community of students enrolled in Associate of Arts (AA) and Associate of Science (AS) degree programs, the Learning Lab provides targeted assistance for those looking to strengthen their skills

and knowledge across a range of disciplines.

Our specialists play a crucial role in fostering student achievement by offering a variety of academic support services, including workshops, small group, and one-on-one instruction. They also contribute to the development and leadership of peer tutors, participate in programmatic initiatives, and maintain a comprehensive knowledge of academic and student services. In collaboration with instructional faculty, our team promotes strategies to help students meet their academic goals, ensuring they receive the resources needed to succeed in their courses.

If you have a strong background in Biology or Biochemistry, a commitment to fostering academic growth in a community college setting, and a passion for student success, we encourage you to consider joining the Learning Lab as a Part-Time Adjunct Specialist in Biology or Biochemistry.

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.

Specific Responsibilities

- Provide academic support/instructional assistance to individuals and small groups of students in Biology courses. Develop and conduct Biology, study skills, and other appropriate academic support workshops for students.
- Collaborate with faculty and staff in the Learning Lab Department and Biology Department on best practices for supporting students in Biology courses.

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- Day, evening or weekend availability to work at the Main Campus or Northeast Learning Commons. The areas of greatest need are daytime hours at the Northeast Regional Center.
- Commitment to the College's Mission: Demonstrate a sense of connection and responsibility for helping the College to achieve success through a commitment to its mission, vision, and values.
- External and Internal Community Relations: Actively participate in the academic life of the College.
- Collaboration: Communicate effectively, share vision, focus on people, initiate positive change, value differences and foster collaboration. Work with and inspire others to achieve college, department, and individual success. Proactively identify/address problems.
- Respect for Diversity: Establish an inclusive environment in the classroom. Demonstrate an understanding of, and sensitivity to, the diverse academic, socioeconomic, cultural, and ethnic backgrounds of the College's faculty, staff and students.
- Assessment: Participation in continual assessment and course updates to ensure excellence in meeting program and student learning outcomes.
- Student Success: Strive for excellence in teaching, applying best practices in field of discipline, and modeling behaviors that encourage student success and retention.
- Leadership and Development: Commitment to professional learning and growth, student mentoring, and service to the profession. Remain current in the use of technology, developments within the field of discipline, and developments related to teaching and student success.

Minimum Qualifications

- Master's degree in area of Biological Sciences and/or related Science field with a strong general Biology background.
- In-depth knowledge of current computer operating systems; network operating systems; learning management systems; current versions of Microsoft Office.

Preferred Qualifications

- Knowledge of Anatomy and Physiology preferred.
- Successful applicants will be able to communicate effectively, share vision, focus on people, strong customer service values, initiate positive change, value differences and foster collaboration. Work with and inspire others to achieve college, department, and individual success. Proactively identify/address problems.
- Successful applicants will have at least three (3) years teaching experience at the post-secondary or secondary level and experience with adult learners.

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Work Location: Main Campus, NERC, CATC, NWRC

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

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

Salary Grade or Rank: Adjunct Faculty
Job Posting Open Date: 11/21/2024
Position Type: Faculty
Employment Status: Part-Time

Special Instructions to Applicants

Interested candidates should complete an online application.

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- 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
    - Higheredjobs.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.

   (Open Ended Question)

3. * Do you have at least a Master's degree in an area of the Biological Sciences?
    - Yes
    - No
4. * Do you have in-depth knowledge of: current computer operating systems; network operating systems; current versions of Microsoft Office?

- ○ Yes
- ○ No
5. * Do you have a PhD in the Biological Sciences or a related field?
   - ○ Yes
   - ○ No
6. * Do you have at least three years teaching experience at the post-secondary or secondary level and experience with adult learners?
   - ○ Yes
   - ○ No

Documents Needed to Apply

Required Documents

1. Curriculum Vitae
2. Cover Letter/Letter of Application
3. Unofficial Transcripts

Optional Documents

1. Resume
2. Teaching Philosophy
3. Writing Sample
4. References
5. Letters of Recommendation
6. Other Document (See Special Instructions to Applicant)

Contact Information

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

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Contact   Abby Ametrano Aametrano@ccp.edu

All Jobs

Community College of Philadelphia

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