Computer Science Faculty, Part-Time
Community College of Philadelphia

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| **Job Title** | Computer Science Faculty, Part-Time |
| **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** | Faculty Associate |
| **Academic Field(s)** | Sciences - Computer Science |
| **Apply Online Here** | https://www.click2apply.net/rJqxOVC7GjL5qH1aquPYdV |
| **Apply By Email** | |
| **Job Description** | |

# Posting Details

## Position Information

The Department of Computer Technologies invites applications for part-time faculty positions in Computer Science. This is an on-campus teaching position, located in Philadelphia, PA.

The ideal candidate should be enthusiastic about helping students from varied backgrounds succeed in computer science, leveraging their knowledge and experience to foster an inclusive and engaging

learning environment. You should be dedicated to supporting students' academic growth and preparing them for success in both their college coursework and future careers in technology.

The selected candidate will instruct introductory (100-level) computer science courses, supporting community college students in developing computing skills, professional behaviors, and academic success. Responsibilities include creating course materials (handouts, lectures, activities), facilitating student learning, and conducting assessments. Collaborate with faculty and administrators to develop curriculum, standards, and policies. Maintain clear communication with students regarding availability and course expectations. Assign grades, keep records in compliance with FERPA, and participate in ongoing professional development. Foster an inclusive classroom environment, contribute to the College's mission, and actively engage in academic life while promoting student retention and success.

The Computer Technologies Department includes various degrees and certificates in Computer Science, Information Systems, Network Administration, and Cybersecurity. The department strives to meet the needs of all students interested in obtaining an education in these areas and is focused on preparing diverse cohorts of IT specialists, software engineers, and computer scientists for successful careers. Many of our students transfer to some of the best computing programs in the Philadelphia area, while others move directly into new jobs or progress in their current career paths.

## 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

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- Teach introductory (100-level) computer science courses to students with a broad range of career interests.
- Help community college students further develop their computing skills, professional attitude, and behaviors for college and workplace success.
- Facilitate student learning, provide effective instruction, and perform evaluations of student learning for all assigned classes, using each course's standard course outline as a guide.
- Develop course handouts, lectures, hands-on activities, and presentations.
- Work with other faculty and administrators in developing program curriculum, standards, and policies, including reviewing and participating in textbook selection process where appropriate.
- Be available to students via email, phone, or personal conferences. The method of contact and hours of availability should be clearly communicated to supervisors and to students through the course syllabus each semester.
- Assign grades and maintain course/student records in accordance with FERPA regulations and submit grades and records by established deadlines.
- Meet all classes at the designated times.
- Receive training or stay current in technological or pedagogical advances that promote student learning, including learning and using publishers' software, when applicable.
- Demonstrate a sense of connection and responsibility for helping the College to achieve success through a commitment to its mission, vision, and values.
- Actively participate in the academic life of the College.
- Proactively identify/address problems.
- Establish an inclusive environment in the classroom.
- Demonstrate an understanding of and sensitivity to the College's faculty, staff, and students' diverse academic, socioeconomic, cultural, and ethnic backgrounds.
- Strive for excellence in teaching, applying best practices in one's field of discipline, and modeling behaviors that encourage student success and retention.

## Minimum Qualifications

- An earned master's or doctoral degree in computer science or a closely related field.
- Ability to deliver required, predefined course elements, while drawing from one's own knowledge and experiences, to engage students and make the course their own.
- Excellent oral, written, and interpersonal communication skills

## Preferred Qualifications

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- At least one year of experience teaching computer science at the college level, either as the primary instructor or as a graduate teaching assistant.
- Experience with at least two of the following programming languages: Python, Java, C/C++, R, or machine code/assembly language.
- Knowledge and/or willingness to teach distance education and web-enhanced courses.
- A flexible schedule is desirable, i.e. to teach classes in the day, evening, at the main campus, and/or at Regional Centers.
- Prior experience using a Learning Management System, such as Canvas

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.*

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

**Interested candidates should complete an online application.**

- Cover Letter of interest and resume/CV 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.*

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# 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. * What is the highest level of education you have completed?
   - No Response
   - High School/GED
   - Associates Degree
   - Bachelor's Degree
   - Master's Degree
   - Doctorate
   - Other
4. * Do you have at least a Master's degree in Computer Science, Information Systems or a closely related field?
   - No Response
   - Yes
   - No
5. * Do you have college teaching experience?
   - Yes

○ No
6. * Do you have mastery of at least two of the following programming languages: Python, Java, C++, R, C, or an assembly language?
   ○ Yes
   ○ No
7. * Do you have prior experience using Canvas Learning Management System?
   ○ Yes
   ○ No

# Documents Needed to Apply

**Required Documents**

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

**Optional Documents**

1. Resume
2. Teaching Philosophy
3. Writing Sample

**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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