

Electro-Mechanical Faculty, Part-Time, Non-Credit  
(Adjunct Faculty Pool)  
Community College of Philadelphia

Direct Link: <https://www.AcademicKeys.com/r?job=255463>

Downloaded On: Jun. 18, 2025 3:16am

Posted Apr. 7, 2025, set to expire Aug. 6, 2025

**Job Title** Electro-Mechanical Faculty, Part-Time, Non-Credit  
(Adjunct Faculty Pool)

**Department** All Jobs

**Institution** Community College of Philadelphia  
Philadelphia, Pennsylvania

**Date Posted** Apr. 7, 2025

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Faculty Associate  
Adjunct Professor

**Academic Field(s)** Engineering  
Vocational/Technical

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**Apply By Email**

**Job Description**

## Posting Details

### Position Information

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Requisition Number: FAC00424

### General Description

**The Corporate Solutions Department at the Community College of Philadelphia invites application for an adjunct faculty position. The department is seeking to increase its pool of trainers with experience teaching adult learners in Electro-Mechanics.**

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: Continuing Education and Career Training, Contract Training, Corporate College, Small Business Training - Center for Small Business & Power Up Your Business, and Workforce Testing.

Community College of Philadelphia is the largest public institution of higher education in the City. Since 1965, over 500,000 students have passed through our doors seeking associate's degrees, certificates, improved workplace skills and lifelong learning. Many of our degree students transfer to four-year institutions while others seek employment in the Philadelphia region. Over 90 percent of our graduates remain in the area and seek employment, strengthening our local economy and workforce. Local businesses look to us to provide workplace training to keep their workers skilled and their companies competitive.

Community College of Philadelphia is an open-admission, associate-degree-granting institution which provides access to higher education for all who may benefit. Its programs of study in the liberal arts and sciences, career technologies, and basic academic skills provide a coherent foundation for college transfer, employment and lifelong learning. The College serves Philadelphia by preparing its students to be informed and concerned citizens, active participants in the cultural life of the city, and enabled to meet the changing needs of business, industry and the professions.

Teaching faculty are an integral part of the larger Academic and Student Success Division at CCP including Workforce Development and 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

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collective efforts to improve student success and eliminate racial equity gaps through the utilization of inclusive and high-quality teaching practices.

Classes are during daytime hours.

\*Application materials will be kept on file until 4/4/2024

### **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**

- Demonstrate a sense of connection and responsibility for helping the College to achieve success through a commitment to its mission, vision, and values.
- Demonstrate appropriate use of existing technology to further learning for students. Incorporate instructional technology to support the learning process.
- 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.
- 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.
- Manage the learning environment with a student-centered focus. Implement diverse teaching and learning strategies that accommodate the learning styles of students.

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- Strive for excellence in teaching, applying best practices in field of discipline, and modeling behaviors that encourage student success and retention. Recognize the unique needs, culture, and context of students and advocates for their learning and well-being.
- 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; including participation in graduation, recruitment events, general assemblies, student life activities and other cross functional teams. Create learning opportunities for students inside and outside of the classroom including opportunities to teach dual-enrollment high school students.
- 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: Full participation in the assessment of student learning and student learning outcomes at the course, program, and institution levels.
- Student Success: Strive for excellence in teaching, applying best practices in field of discipline, and modeling behaviors that encourage student success and retention. Utilize innovative teaching strategies and technologies for online learning and other technology tools to meet the learning needs of a diverse student population. Maintain office hours to meet with students outside of the classroom and respond to questions or concerns.
- 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**

- High-school diploma with a minimum of 5 years of experience working in the advanced manufacturing industry in industrial maintenance or as an industrial mechanic.
- OR, a Bachelor's degree in Electrical Engineering, and 1 year of work experience in advanced manufacturing.

**Preferred Qualifications**

- One-year formal teaching experience is preferred but other forms of instruction, such as on-the-job trainer will be considered.

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- Level 1 PMMI Mechatronics Certification.
- 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
- Paid vacation, holiday and personal time
- Partial remote work schedule for remote work eligible positions

#### **Additional College benefits:**

- Winter break: 1 week around the third week in December and New Years
- Spring Break: 1 week in March
- Summer Hours: 4-day work week (closed on Fridays) from the 2nd week in May through the 3rd week in August

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

Position Type: Faculty

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Employment Status: Part-Time

**Special Instructions to Applicants**

**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 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. \* Do you have a high-school diploma with a minimum of 5 years or experience working in the advanced manufacturing industry in industrial maintenance or as an industrial mechanic. OR, a Bachelor's degree in Electrical Engineering, and 1 year of work experience in advanced manufacturing?
  - Yes
  - No
2. \* Do you have one-year of formal teaching experience?
  - Yes
  - No
3. \* Do you have a Level 1 PMMI Mechatronics Certification?
  - Yes
  - No
4. \* How did you first learn about this employment opportunity?

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- Community College of Philadelphia Website
- Careerbuilder.com
- HigherEdJobs.com
- LinkedIn
- The Chronicle
- Job Fair
- Indeed.com
- HireVeterans.com
- HERC - Higher Education Recruitment Consortium
- CCP - Faculty Recruiting Event
- Other

5. \* 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)

## Documents Needed to Apply

### Required Documents

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

### Optional Documents

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

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**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  
Community College of Philadelphia

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