

Automotive Technology Faculty, Part-Time (Adjunct  
Faculty Pool)  
Community College of Philadelphia

Direct Link: <https://www.AcademicKeys.com/r?job=255467>

Downloaded On: Jun. 18, 2025 3:12am

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

**Job Title** Automotive Technology Faculty, Part-Time (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)** Vocational/Technical

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**Apply By Email**

**Job Description**

## Posting Details

### Position Information

Position Title: Automotive Technology Faculty, Part-Time (Adjunct Faculty Pool)

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Requisition Number: FAC00423

### General Description

The Transportation Technologies Department at the Community College of Philadelphia invites applications for an adjunct position in Automotive Technology.

The Transportation Technologies Department includes a variety of degrees and certificates in the areas of Automotive Technology and Individualized Studies. The department strives to meet the needs of all students interested in obtaining an education in these areas and is focused on preparing professionals, for successful careers. The program currently has manufacturer supported training programs with Ford, Nissan and Subaru. We are in the process of adding FCA to our available programming.

The College recently opened a brand-new state of the art Career and Advanced Technology Center that houses our Transportation programs.

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.

This position requires on campus teaching. Applicant credentials will be kept on file until 12/31/20224

### 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*

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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.*

### **Specific Responsibilities**

- Teach automotive courses to students with an interest in becoming automotive technicians and working in the transportation industry.
- Support community college students as they further develop their automotive technology skills, professional attitudes, 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 and specific requirements as guides.
- Become expert in course materials, and prepare lectures, hands-on activities, and presentations for effective teaching.
- 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 and other scheduled responsibilities and meetings at the designated times.
- Receive training or stay current in technological or pedagogical advances that promote student learning, including learning and using manufacturers' software when applicable.
- Develop and maintain working relationships with Philadelphia's automotive industry/workforce.
- Serve on standing and ad hoc committees, advisory boards, hiring committees, or as a student organization advisor.
- Demonstrate a sense of connection and responsibility for helping the College to achieve success through a commitment to its mission, vision, and values.
- 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.
- Participation in continual assessment and course updates to ensure excellence in meeting program and student learning outcomes.
- 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

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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.

- 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, or GED equivalent, required and 5 years of experience as an ASE Master certified technician.
- If hired, the appointee will be required to earn an Associate's degree in Automotive Technology, Diesel Technology, or other related field within 3 years from the date of hire, unless an extension is approved by the College.

### Preferred Qualifications

- Associate of Applied Science degree in automotive technology or related field.
- ASE L3 Hybrid/Electric Vehicle Specialist certification.
- L1 Advanced Engine Performance Certification
- College level teaching experience.

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)

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- 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>

Position Type: Faculty

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.*

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## Supplemental Questions

Required fields are indicated with an asterisk (\*).

1. \* Do you have an Associate degree or higher in auto tech or related field and 5 years of experience as a technician , or a Bachelor's degree or higher and 5 years of post-secondary teaching in Automotive Technology?
  - ☐ Yes
  - ☐ No
2. \* Are you an ASE Certified Technician in the area you are teaching?
  - ☐ Yes
  - ☐ No
3. \* Are you a Master ASE certified technician with L1 Advance certification?
  - ☐ Yes
  - ☐ No
4. \* Do you have College level teaching experience?
  - ☐ Yes
  - ☐ No
5. \* How did you first learn about this employment opportunity?
  - ☐ 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
6. \* 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)

## Documents Needed to Apply

### Required Documents

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

### Optional Documents

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

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### 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  
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