

Library Faculty - Adjunct - Spokane Falls Community
College
Community Colleges of Spokane

Direct Link: <https://www.AcademicKeys.com/r?job=256773>

Downloaded On: May. 9, 2025 1:37am

Posted May 8, 2025, set to expire Jan. 6, 2026

Job Title	Library Faculty - Adjunct - Spokane Falls Community College
Department	SFCC Library Services
Institution	Community Colleges of Spokane Spokane, Washington
Date Posted	May 8, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Lecturer/Instructor Adjunct Professor
Academic Field(s)	Social Sciences - Other Administration - Other
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Job Description

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Library Faculty - Adjunct - Spokane Falls Community College
Community Colleges of Spokane

Location:Spokane Falls Main Campus Spokane

Department:

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SFCC Library Services

Open continuous.

Starting salary for this position is: \$40.83 - \$86.87 per hour based on workload category.

This is an adjunct (part-time) position. Compensation will be pro-rated according to the amount of workload assigned. Spokane Colleges reserves the right to cancel this recruitment without notice. Academic employees are represented by the Association of Higher Education (AHE), which is affiliated with NEA and WEA. Membership is optional.

About Us

Spokane Falls Community College (SFCC) is a beautiful campus located in the inland Pacific Northwest, on the ancestral home of the Spokane Tribe, near the Spokane River. Our campus is not far from the urban center of Spokane, a mid-sized city with a high quality of life and quick access to the outdoors.

SFCC is one of two accredited community colleges that comprise Spokane Colleges. Serving about 6,000 students, SFCC endeavors to be an educational leader and a responsive partner with the community and region, offering access to relevant programs of the highest quality. We offer a large liberal arts/transfer program (approximately 75% of total enrollment), as well as state-of-the-art professional technical programs (about 25%). In addition to serving the urban and suburban population in greater Spokane, Spokane Colleges provides educational services to rural communities throughout a 12,302 square mile region in Eastern Washington. This region includes all of Spokane, Stevens, Whitman, Ferry, and Pend Oreille Counties as well as portions of Lincoln County.

SFCC's mission is to provide all students with an excellent education that transforms lives and expands their opportunities. We fulfill this mission by embracing Guided Pathways, whereby all students discover and engage their passions and get on the path to achieve their educational goals in a cost-effective and focused way. We foster equity and inclusion by addressing every student's unique needs. We celebrate the opportunity to meet individual students where they are and provide them with excellent education and holistic support to reach their full potential.

Applications will be accepted until the position is filled. However, since the screening committee will begin reviewing applications on 05/26/2025, submissions are encouraged prior

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to that time.

About the Library Faculty - Adjunct - Spokane Falls Community College

Spokane College seeks qualified candidates for the position of Adjunct (part-time) Faculty Librarian. Duties include providing research assistance to students and other library users at the Spokane Falls Community College Library reference desk and online. Other responsibilities include maintaining research guides, collection development, and other projects as assigned. This work predominantly occurs in person at the reference desk, which is located in the public space on the main floor of the library. Candidates must be able to work in an active public space and provide "on the spot" research assistance to library users.

The hours allotted for this position must occur during the library's hours of operation, Monday-Thursday between 8:00 a.m. and 4:00 p.m. and possibly Friday 8:00 a.m. - 3:00 p.m. Preference is for the adjunct to work during morning hours.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

- Provide 1:1 and group research and reference services to college and public patrons in all modalities (e.g., in-person, via video conference, email, chat, or phone), using a variety of resources from the library's digital and physical collections.
- Develop, maintain, and promote the library's collections and create instructional materials in a variety of formats and in collaboration with other library faculty.
- Contribute to library projects.
- May teach information literacy sessions, in-person or online, for courses from various academic programs.
- Comply with district policies, procedures and directives, state and federal regulations, orders and statutes, and collective bargaining agreements.
- Support and advance Spokane Colleges' mission, values, goals, and objectives, and perform other duties as assigned.

MINIMUM QUALIFICATIONS

- Master's degree in Library Science from an ALA-accredited institution completed by the first day of employment.
- Demonstrated commitment to fostering a teaching, learning, and working environment that

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honors equity, diversity, and inclusion.

- Ability to use and teach others how to create complex search strategies on the free web, library discovery systems and library databases.
- Experience using a variety of educational and/or library technologies (e.g., research databases, advanced search techniques, Integrated Library Systems, *LibGuides*, Learning Management Software, *Microsoft 365*, *Google Drive*, etc.).
- Demonstrated proficiency in using technology, with a proven ability to quickly learn and use new tools and software to meet objectives in an effective manner.
- Ability to work independently and collaboratively.
- Experience providing respectful customer service to diverse clientele.
- Ability to communicate effectively.
- Understanding of and willingness to support the role that community colleges serve in higher education, and specifically the mission, values, goals and objectives of SFCC and Spokane Colleges.
- The ability to perform assigned duties in a manner consistent with applicable laws, regulations and goals of the institution and community and technical college system.

DESIRED QUALIFICATIONS

- Relevant experience in reference service and/or information literacy instruction.
- Previous experience equivalent to one full academic year as a professional librarian, professional experience in higher education, or previous experience in an instructional setting.
- Bilingual or multilingual skills are preferred.

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Person hired must be able to provide acceptable documentation of U.S. Citizenship or lawful authorization to work in the United States. This is an absolute condition of employment. An offer of employment will not carry with it any responsibility or obligation on the part of the district to sponsor an H1-B visa. In addition, the Spokane Colleges maintain a drug-free work environment and prohibits all smoking in the college buildings and state-owned vehicles. Must be able to successfully work in and promote a multicultural work and education environment.

Prior to a new hire, a background check including criminal record history will be conducted. Information from the background check will not necessarily preclude employment but will be considered in determining the applicant's suitability and competence to perform in the position. Once an applicant is chosen for a position, they are required to complete and submit a declaration regarding sexual misconduct and investigation per state law.

Benefits Information

Adjunct faculty must work two (2) consecutive quarters at 50% or more of full-time academic load in order to qualify for benefits (based on instructional hours only). Once determined to be eligible, benefits begin on the first day of the month following the beginning of the quarter. Medical, dental, life and long term disability insurance benefits are provided as currently administered under Public Employees Benefits Board; TIAA-Cref retirement plan or WA State Retirement Plan; leave accruals and usage are governed by the faculty master contract.

[Public Employees Benefits Board](#)

[Additional benefits information](#)

Required Application Materials

To qualify for consideration, applicants must meet required competencies and submit a complete application packet, which includes the following:

- Cover letter - addressing your qualifications relevant to the responsibilities of this position.
- Resume.
- References - the names, addresses, and phone numbers of three professional references.
- College transcript(s) if applicable - unofficial/copies of transcripts are acceptable; official transcripts are required upon hire.

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For questions regarding a job application or the hiring process, or if you require an accommodation during the application or interview process, please contact HR at CCS.Recruiter@ccs.spokane.edu.

Equal Opportunity Institution

Spokane Colleges does not discriminate in its programs, activities and employment on the basis of race, creed, color, religion, national or ethnic origin, age, sex, marital status, pregnancy, pregnancy related conditions, parental status or families with children, status as a mother breastfeeding their child, AIDS/HIV or hepatitis C, honorably discharged veteran status, sexual orientation, gender identity or expression, disability, use of a trained guide dog or service animal by a person with a disability, genetic information, or any other legally protected category.

Direct all inquiries or grievances regarding access, Title IX, ADA, equal opportunity compliance, and/or grievances to:

Fred Davis | Chief Human Resources Officer

Spokane Colleges

P.O. Box 6000, MS1004

Spokane, WA. 99217-6000

509-434-5040

To apply, please visit: <https://careers.ccs.spokane.edu/jobs/library-faculty-adjunct-spokane-falls-community-college-spokane-washington-united-states>

Contact Information

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

Contact

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