

Pharmacy Technician, Part-Time Faculty (Non-Credit)  
Community College of Philadelphia

Direct Link: <https://www.AcademicKeys.com/r?job=263355>

Downloaded On: Oct. 3, 2025 12:33am

Posted Oct. 2, 2025, set to expire Jan. 31, 2026

**Job Title** Pharmacy Technician, Part-Time Faculty (Non-Credit)  
**Department** All Jobs  
**Institution** Community College of Philadelphia  
Philadelphia, Pennsylvania

**Date Posted** Oct. 2, 2025

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Lecturer/Instructor  
Adjunct Professor

**Academic Field(s)** Health Sciences

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**Apply By Email**

**Job Description**

## Posting Details

### Position Information

Position Title: Pharmacy Technician, Part-Time Faculty (Non-Credit)

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Requisition Number: FAC00538

### General Description

The Workforce Development unit at the Community College of Philadelphia seeks part-time Instructors with experience teaching adult learners in the Pharmacy Technician Training program. Ideal candidates will bring a strong pharmaceutical or healthcare background and proven expertise in delivering engaging, practical, and certification-aligned training. These courses prepare students for the Pharmacy Technician Certification Board (PTCB) exam and cover topics such as pharmacy medical terminology, prescription interpretation, medication preparation, pharmacology, and insurance billing. Classes may be offered during daytime and/or evening hours at the Community College of Philadelphia.

Workforce Development provides noncredit education to businesses, organizations, and individuals wishing to enhance their skills and meet professional goals. We offer a comprehensive menu of high-quality continuing education and career-training programs delivered by expert faculty and staff.

### 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

- Instruction: Teach pharmacy technician theory and lab principles to prepare students for PTCB

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certification. Provide applied instruction in pharmacy terminology, prescription reading, med preparation, pharmacology, and related technical skills.

- **Curriculum Delivery:** Teach assigned classroom and externship content following approved course descriptions and syllabi, ensuring alignment with student learning outcomes and national certification standards.
- **Documentation & Assessment:** Document daily student attendance, monitor performance, and evaluate progress using established assessment methods. Maintain accurate records for externship readiness and certification eligibility.
- **Clinical & Administrative Support:** Support the externship component including coordination of placements; ensure clinical sites meet required health, safety, and regulatory standards. Manage lab/clinic supplies, maintain equipment, and model professional healthcare standards.
- **Technology Integration:** Use instructional technology tools, simulation software, and other learning platforms to enhance student learning and readiness for modern pharmacy practice.
- **Commitment to Mission:** Demonstrate connection and responsibility for helping the College fulfill its mission, vision, and values.
- **Collaboration & Leadership:** Communicate effectively; work collaboratively with colleagues, clinical site partners, and externship coordinators; proactively identify and address program and student concerns.
- **Inclusive Practices:** Establish and maintain an inclusive classroom and externship environment. Demonstrate understanding and sensitivity to the academic, socioeconomic, cultural, and ethnic diversity of students.
- **Student-Centered Learning:** Manage the learning environment with a student-centered focus. Employ diverse teaching and learning strategies to accommodate varied learning styles.
- **Teaching Excellence:** Strive for excellence in teaching through best practices in pharmacy education, modeling ethical and professional behavior, and fostering student success, retention, and preparedness for certification and employment.

### Minimum Qualifications

- CPhT (Certified Pharmacy Technician) credential through the Pharmacy Technician Certification Board (PTCB) or the National Healthcareer Association (NHA) required.
- Minimum of 3 years of recent experience working as a pharmacy technician in retail, hospital, or other healthcare settings required.
- Experience teaching, training, or mentoring adult learners in clinical, academic, or workplace settings required.
- Strong communication, facilitation, and learner engagement skills required.
- Demonstrated ability to use instructional technology and support student learning required.

### Preferred Qualifications

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- Advanced or additional credentials such as PTCB Certified Compounded Sterile Preparation Technician (CSPT) or state-specific pharmacy technician licensure preferred.
- Prior teaching or training experience in pharmacy technician or allied health programs preferred.
- Experience coordinating or supervising externship or practicum placements preferred.
- Familiarity with pharmacy software systems, insurance billing processes, and current industry regulations preferred.
- Experience supporting diverse learners and implementing inclusive teaching strategies preferred.
- Strong collaboration skills with the ability to work effectively with faculty, staff, and employer partners preferred.
- Bilingual or multilingual proficiency preferred.

Work Location: Main Campus

### Benefits Summary

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: 10/02/2025

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. \* 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 hold a CPhT (Certified Pharmacy Technician) credential through the Pharmacy Technician Certification Board (PTCB) or the National Healthcareer Association (NHA)?
  - Yes
  - No
4. \* Do you have at least three (3) years of recent experience working as a pharmacy technician in retail, hospital, or other healthcare settings?
  - Yes
  - No
5. \* Do you have experience teaching, training, or mentoring adult learners in clinical or academic settings?
  - Yes
  - No
6. \* Do you have experience with the use of instructional technology?
  - Yes
  - No

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7. \* Do you hold an advanced or additional credential such as PTCB Certified Compounded Sterile Preparation Technician (CSPT) or state-specific pharmacy technician licensure?
  - PTCB Certified Compounded Sterile Preparation Technician
  - State-specific pharmacy technician licensure
  - Other
8. \* Do you have prior teaching or training experience in pharmacy technician or allied health programs?
  - Yes
  - No
9. \* Do you have experience coordinating or supervising externship or practicum placements?
  - Yes
  - No
10. \* Do you have familiarity with pharmacy software systems, insurance billing processes, and current industry regulations?
  - Yes
  - No
11. \* Are you bilingual or multilingual?
  - Yes
  - No

## **Documents Needed to Apply**

### **Required Documents**

1. Resume
2. Cover Letter/Letter of Application

### **Optional Documents**

1. References

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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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