

Dental Assistant, Part-Time Faculty (Non-Credit)  
Community College of Philadelphia

Direct Link: <https://www.AcademicKeys.com/r?job=263358>

Downloaded On: Oct. 2, 2025 11:59pm

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

**Job Title** Dental Assistant, 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: Dental Assistant, Part-Time Faculty (Non-Credit)

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Requisition Number: FAC00536

### General Description

The Workforce Development unit at the Community College of Philadelphia seeks part-time Instructors with experience teaching adult learners in the National Entry-Level Dental Assistant program. Ideal candidates will bring a strong clinical background and proven expertise in delivering engaging, practical, and certification-aligned training. These courses prepare students for the Dental Assistant National Board (DANB) credential, covering Infection Control, Anatomy Morphology and Physiology, Radiation Health and Safety, and related areas. 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 Dental Assistant lab principles and skills to prepare students for the National Entry-Level Dental Assistant credential in accordance with the Dental Assistant National Board

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(DANB) scope of practice. Provide applied instruction in areas such as Infection Control, Anatomy Morphology and Physiology, and Radiation Health and Safety.

- **Curriculum Delivery:** Teach assigned lab and classroom content following approved course descriptions and syllabi, ensuring alignment with student learning outcomes.
- **Documentation & Assessment:** Document student attendance, monitor performance, and evaluate progress using established assessment methods. Maintain accurate records of student learning outcomes and support preparation for credentialing.
- **Clinical & Administrative Support:** Support the work of the Dental Assistant program by monitoring equipment, ordering supplies, providing chairside assistance, and ensuring safe and effective lab/clinic operations.
- **Commitment to Mission:** Demonstrate a sense of connection and responsibility for helping the College achieve success through a commitment to its mission, vision, and values.
- **Technology Integration:** Demonstrate appropriate use of instructional technology and other tools to support the teaching and learning process. Incorporate learning management systems and relevant technologies to enhance student learning.
- **Collaboration & Leadership:** Communicate effectively, foster collaboration, and inspire students and colleagues to achieve program and college success. Proactively identify and address challenges in academic and clinical contexts.
- **Inclusive Practices:** Establish an inclusive classroom and clinical environment. Demonstrate an understanding of, and sensitivity to, the diverse academic, socioeconomic, cultural, and ethnic backgrounds of the College's faculty, staff, and students.
- **Student-Centered Learning:** Manage the learning environment with a student-centered focus. Implement diverse teaching and learning strategies that accommodate varied learning styles and promote student engagement.
- **Teaching Excellence:** Strive for excellence in teaching by applying best practices in dental education, modeling professional standards, and encouraging student success, persistence, and retention. Advocate for the unique needs, culture, and well-being of students.

### Minimum Qualifications

- Certified Dental Assistant (CDA) credential or equivalent recognized certification required.
- Minimum three (3) years of recent clinical experience as a practicing Dental Assistant required.
- Experience teaching, training, or mentoring adult learners in clinical or academic 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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- DANB certification in Infection Control, Radiation Health and Safety, and General Chairside Assisting preferred.
- Previous teaching experience in a dental assisting program preferred.
- Experience supporting diverse learners and implementing inclusive teaching strategies preferred.
- Bilingual or multilingual proficiency preferred.

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

#### Additional College benefits:

- Winter break: 1 week around the third week in December and New Years
- Spring Break: 1 week in March

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: 10/01/2025

Position Type: Faculty

Employment Status: Part-Time

### Special Instructions to Applicants

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**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. \* 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 Certified Dental Assistant (CDA) credential or equivalent recognized certification?
  - Yes
  - No

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4. \* Do you have at least three (3) years of recent clinical experience as a practicing Dental Assistant?
  - ☐ 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
7. \* Do you hold a DANB certification in Infection Control, Radiation Health and Safety, and General Chairside Assisting?
  - ☐ Yes
  - ☐ No
8. \* Do you have previous teaching experience in a dental assisting program?
  - ☐ Yes
  - ☐ No
9. \* 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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