

Adjunct Faculty, Phlebotomy
College of Lake County

Direct Link: <https://www.AcademicKeys.com/r?job=263722>

Downloaded On: Oct. 10, 2025 1:04am

Posted Oct. 9, 2025, set to expire Feb. 5, 2026

Job Title	Adjunct Faculty, Phlebotomy
Department	JM - Biological & Health Sciences Operations Department
Institution	College of Lake County Grayslake, Illinois
Date Posted	Oct. 9, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Adjunct Professor
Academic Field(s)	Vocational/Technical Health Sciences
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Job Description

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College of Lake County

Part Time
REQ-00000452

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Why choose the College of Lake County for your next opportunity?

The College of Lake County (CLC) offers a competitive salary, excellent benefits that includes Blue Cross Blue Shield of Illinois health, Delta Dental and Superior Vision insurance plans, tuition support for employees and qualified family members, three retirement plans, disability, group and supplemental life insurance, health and dependent care flexible spending account plans, a compressed work week in the summer (Closed Fridays!), generous vacation, sick and personal time off and 14 paid holidays each year. Some benefits will not be available for part-time or part-time under 20 hours employees (ex: health insurance).

Position Title:

Adjunct Faculty, Phlebotomy

Department:

JM - Biological & Health Sciences Operations Department

Position Type:

Faculty

Job Family:

Part-Time Faculty

Job Summary:

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Teach one or more Phlebotomy courses. The courses must be taught in accordance with current program approved course descriptions, course outlines, textbooks, and syllabi. Prepare lecture and lesson plans, teach lecture and/or lab portion of class, and respond to and grade student work. Use appropriate academic software (e.g. Canvas, Microsoft PowerPoint, etc.).

Summary of Essential Functions

- Teach lecture portion of Phlebotomy class.
- Teach lab (clinic) portion of Phlebotomy class.
- Observe safety and liability limitation protocols.
- Observe medical confidentiality or related protocols.
- Prepare for classes and grade student work.
- Teach courses in subject field. Develop instructional materials. Assess student learning and assign grades. Participate in college governance and other aspects of academic life. Maintain current knowledge of subject matter.
- Faculty members are expected to regularly complete SafeColleges compliance training including, but not limited to, Title IX regulations.
- Select, prepare and maintain current curriculum, course outlines and printed and non-printed instructional materials.
- Teach courses as scheduled each academic semester.
- Provide instructional support to the students. Refer students, when appropriate, to sources of specialized services within the College.
- Provide the Division and the students a syllabus that includes course objectives and learning outcomes, attendance policies in line with those of the college, texts and readings, timelines and evaluation criteria, and any other information required by College, Division, or departmental policy.
- Observe and evaluate student performance in meeting course objectives and learning outcomes through assignments, projects, discussions or examinations. Provide feedback in a timely manner on student progress.
- Deliver course content using a variety of teaching styles.
- Maintain office/discipline/grade/division records as required by the College.
- Be available for student consultation through phone or email.
- Use the appropriate College policies and procedures to resolve and document student complaints, concerns and problems.
- Assist in developing and administering discipline-appropriate measures of student academic

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achievement, use departmental testing instruments as provided. Administer other instruments designed to measure student learning outcomes as requested and required by the department. Provide all results as requested.

- Conduct all classes in accordance with an established and current course syllabus and approved textbooks (and/or related instructional material). Meet all classes for the scheduled time.
- Submit all grades (mid/final) electronically prior to the required deadlines.
- Encourage students to submit course evaluations, review course evaluations when available and use feedback to improve course delivery.
- Revise and update course content as needed.
- Participate, when appropriate, in the formation and meetings of program advisory boards, college, division, and department committees.
- Maintain a high level of professional ethics.

Posting Date:

07/14/2025

Expected Start Date:

08/01/2025

Compensation Grade:

Full-Time/Part-Time:

Part time

Location:

Lakeshore Campus

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Total Hours Per Week:

0

Job Description:

Required Qualifications

- Bachelor's degree and current certification in phlebotomy from as ASCP-BOC (American Society for Clinical Pathology), NCCT (National Centers for Competency Testing), AMT (American Medical Technologists), or NHA (National Health Career Association), and one (1) year of phlebotomy experience with valid proof of over 100 successful venipunctures within (1) year, and a minimum of 36 hours of documented continuing professional education within three (3) years.

OR

- Associate's degree and current certification in phlebotomy from as ASCP-BOC (American Society for Clinical Pathology), NCCT (National Centers for Competency Testing), AMT (American Medical Technologists), or NHA (National Health Career Association), and two (2) years of phlebotomy experience with valid proof of over 100 successful venipunctures within (1) year, and a minimum of 6 hours of documented continuing professional education valid and current.

Desired Qualifications

- Previous college teaching experience.
- Bilingual in Spanish and English.

Per Load Hour Compensation Schedule

2025 -2026 - \$1,373

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2025 -2027 - \$1,414

EEO Statement

College of Lake County is an Equal Opportunity Employer with a policy of non-discrimination. Qualified applicants are considered without regard to race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, age (40 or older), disability and genetic information (including family medical history).

To apply, visit https://clc.wd5.myworkdayjobs.com/en-US/External/job/Lakeshore-Campus/Adjunct-Faculty--Phlebotomy_REQ-00000452-1

Contact Information

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

Contact

JM - Biological & Health Sciences Operations
Department
College of Lake County

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