

# ***SOUTHWEST TEXAS JUNIOR COLLEGE***

2401 GARNER FIELD ROAD  
UVALDE, TEXAS 78801-6297  
830-591-7330,

## **POSITION VACANCY NOTICE**

**Position:** Music Instructor

**Job # 171814701001**

**Location:** Uvalde Campus

**Closing:** May 11, 2018 or until filled

**Description of Job Duties:** Primary duties include teaching freshmen and sophomore level courses in teaching discipline, recruiting and advising students, serving on division and college committees. Responsible for developing and updating curriculum, textbook/equipment selection, and instructional materials. Experience in teaching/advising/mentoring low income, first generation, educationally disadvantaged and at-risk students is desirable. Work rules, code of conduct and other policies are part of the essential functions of the job. Ability to communicate effectively with students, including high school/dual credit students, and college personnel.

**Salary:** Commensurate with education and teaching experience based on salary schedule. Nine month, non-tenure track, faculty position.

**Other Benefits:** Benefits package available (Health/Life insurance, retirement plan, sick/personal leave, holidays, free tuition for eligible employees and dependents)

### **QUALIFICATION REQUIREMENTS**

**Education:** Master's degree with a minimum of eighteen (18) graduate hours in the teaching discipline or Master's degree with a major in the teaching discipline required.

**Experience & Training:** At least two years' teaching experience in the discipline preferred. Candidate must meet the SACSCOC academic, oral proficiency, and written English criteria.

**Additional Qualifications:** Must possess the required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, the essential functions of the job. Candidate must be authorized to work in the U.S. and must provide verifiable credentials. Travel may be required to other sites and locations served by the college. Valid Texas driver's license required.

**Submit Application To:** Coordinator of Human Resources (address above). It is the applicant's responsibility to verify status of position. Each applicant is responsible for submitting: 1) a letter of application; 2) SWTJC application form; 3) resume; and 4) official transcript(s). All applications and supporting documents become the property of SWTJC.

#### **NOTICE TO APPLICANTS**

With respect to the employment and promotion of both teaching and non-teaching personnel, it is the policy of Southwest Texas Junior College not to discriminate either in favor of or against any persons on the basis of race, color, religion, national origin, sex, age, disability, or veteran status.

**An Affirmative Action/Equal Opportunity Institution**

