

Southwest Texas Junior College

Employment Opportunity

2401 Garner Field Road, Uvalde TX 78801 ☐ HR: 830.591.7330 Ofc ☐ 830.591.7340 Fax

Human Resources Employment: <http://www.swtjc.edu>

Title: English Instructor

Job # 202131701002

Campus: Del Rio Texas Campus

Closes: Untill Filled Position Starts: Fall 2021

Description of Job Duties: Primary duties include teaching freshman 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. Must be willing to travel and teach at dual credit sites and at prison site(s). Adherence to work rules, code of conduct and other policies comprises essential functions of the job. Ability to communicate effectively with students and college personnel. Teach day and/or evening classes.

Salary: Commensurate with education and teaching experience based on salary schedule. Nine-month, non-tenure track, faculty position. Position is contingent on student enrollment.

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

QUALIFICATION REQUIREMENTS

Education: Master's degree with a minimum of eighteen (18) graduate hours in English or Master's degree with a major in English 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 Qualification Requirements: Experience in teaching/advising/mentoring low income, first generation, educationally disadvantaged and at-risk students. Must possess the required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodation, the essential functions of the job. Must be willing to teach via two-way interactive video. Experience in working with diverse populations. Candidate must be authorized to work in the U.S. and must provide verifiable credentials; successful completion of the reference and background check. Travel required to various locations served by the college. Must have a valid driver's license and be insurable through SWTJC insurers. Background check clearance required to teach at high schools/prison system.

Submit Application To: Human Resources Coordinator, 2401 Garner Field Road, Uvalde TX 78801. It is the applicant's responsibility to verify status of position. Each applicant is responsible for submitting: 1) Letter of intent, 2) SWTJC application form, 3) resume, and 4) copies of transcripts (Official transcripts required when hired. 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