SOUTHWEST TEXAS JUNIOR COLLEGE

2401 GARNER FIELD ROAD

UVALDE, TEXAS 78801-6297

H.R. 830-591-7330, www.swtjc.edu

POSITION VACANCY NOTICE

Position: Math Instructor Job # 181932701002

Location: Del Rio Campus

Closing: 07/19/2019 or until filled

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. Work rules, code of conduct and other policies are part of the essential functions of the job. Ability to communicate effectively with students and college personnel. Must be willing to teach day, evening classes.

Salary: Commensurate with education and teaching experience based on salary schedule. Nine month, 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 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. 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 specified for the position. Travel required to other geographic 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 Prison System.

Submit Application To: Human Resources Coordinator at (address above). It is the applicant's responsibility to verify status of position. Each applicant is responsible for submitting: 1) a cover letter, 2) SWTJC application form, 3) resume, and 4) copy 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