

# ***SOUTHWEST TEXAS JUNIOR COLLEGE***

2401 GARNER FIELD ROAD  
UVALDE, TEXAS 78801-6297  
830-591-7330 OFFICE; 830-591-7340 FAX  
EMPLOYMENT: WWW.SWTJC.EDU

## **Internal Vacancy Notice**

**Position:** Psychology Instructor

Job # 181902701002

**Location:** Del Rio Campus

**Closing Date:** 10/31/2018 or Until Filled

**Description of Job Duties:** Primary duties include teaching freshmen, and sophomore 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 preferred. 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. Teaching assignment will include courses for Dual Credit students; classes may be located on the SWTJC Del Rio Campus and/or at one or more San Felipe Del Rio Consolidated ISD locations.

**Salary:** Commensurate with education and teaching experience based on salary schedule. 9 - 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 in Psychology preferred; Master's degree with a minimum of eighteen (18) graduate hours in Psychology 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:** 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. 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 locations served by the college. Must have a valid Texas driver's license and be insurable through SWTJC insurers.

**Submit Application To:** Human Resource Coordinator (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.

**An Affirmative Action/Equal Opportunity Institution**