



Computer Information Systems Instructor

Position

Description:

The position is a 10-month appointment with potential summer special assignments beginning on or before August 2020. The primary responsibility of this position is to provide quality college credit instruction in computer-related courses such as PC repair and maintenance, computer networking and security, coding, web design and Microsoft Office applications.

Additional instructor responsibilities include, but are not limited to, academic advisement of students; curriculum review and revision; assessment of student achievement; professional development; committee assignment and participation; recruitment, retention, and mentoring activities; and community involvement. This position reports to the Dean of Allied Technologies.

Depending on the qualifications and education of the selected applicant, and the College need for additional Distance Education support, the position may also include a Distance Education Stipend. This stipend would require the selected applicant to provide assistance to and coordination with the Academic Technology Distance Education Coordinator. This assistance would involve helping to provide faculty/student support on the ANC course/learning management system (LMS), faculty support in the assessment of their courses in the LMS, providing recommendations for use of technology or software to improve student learning, aiding faculty with instructional design, working with the Coordinator for Distance Education in ensuring appropriate integration of the College portal into functions affecting students and faculty, and other duties as assigned.

Qualifications:

Master's degree in computer information systems or in a closely related discipline with related computer industry experience is preferred. Bachelor's degree in computer information systems or in a closely related discipline and a minimum of three to five years related computer industry experience is required. Preference will be given to applicants with Industry recognized certifications in Microsoft, Networking and Security, PC repair, and virtualization. Experience in community college teaching is also preferred. Substantial experience working with Distance Education platforms, course assessment methodologies, technology integration, mentoring of faculty in the use of technology and instructional design to aid student learning. The successful candidate must possess a current knowledge and understanding of developments in the field; exhibit initiative; be flexible to teach day, evening and online classes; be able to communicate effectively in oral and written form. Must be willing to work closely with employers within the service area to develop CIS internships providing real-world experiences for program students.

- Salary:** Salary is determined by the College 10-month High-Demand Salary Schedule for Computer Systems Information. In addition there is the potential for a \$6,000 stipend for Distance Education Assistance. A generous fringe benefits package is included.
- Application Deadline:** Review of applications will begin immediately and continue until the position is filled. Interviews may occur throughout the application period.
- Application Procedure:** To apply, send completed ANC application, letter of interest, resume, references, and transcripts and certification materials to: **Office of Human Resources, Arkansas Northeastern College, P. O. Box 1109, Blytheville, AR 72316-1109** or email to thampton@smail.anc.edu. For more information, call (870) 762-3121.
- Applicants applying for a position requiring a license, certificate, and/or educational attainment beyond the high school level will be required to provide the official documents prior to being approved for hire.
- Date of Announcement:** **Initial announcement July 6, 2020.**

ANC is an affirmative action, equal opportunity employer.