

## **Crowley's Ridge College Position Announcement**

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### **Adjunct instructor in English Composition I, II, and/or World Literature**

#### **About Crowley's Ridge College:**

Crowley's Ridge College is a private, four-year, church affiliated but autonomous, coeducational liberal arts college, providing for its students a balanced course of studies appropriate for Bachelor and Associate Degrees. While the College is affiliated with the Churches of Christ, students of all religious backgrounds are welcome at Crowley's Ridge College. The student population comprises both non-traditional and traditional residential and commuter students. The College is committed to a continual emphasis on the integration of scholarship, critical reasoning, and the spiritual dimension of life. Preserving a commitment to a tradition of small class sizes and a philosophy of open enrollment helps the College maintain a focus on the whole student as an individual.

#### **Position Description**

Teaching freshman level college courses in the disciplines of English Composition I and II beginning in the fall of 2017. Onsite adjunct faculty may also be asked to teach online.

#### **Essential Functions:**

- Teaches courses related to English and Literature at the undergraduate level
- Develops an instructional plan (known as a course outline or syllabus) for the course(s) they teach and ensure that it meets college and department standards
- Plans lessons and assignments
- Creates an innovative and engaging learning environment.
- Works with colleagues to develop or modify the curriculum for a degree or certificate program involving a series of courses
- Assesses students' progress by grading papers, tests, and other work and provides timely feedback to students
- Advises students about which classes to take and how to achieve their goals
- Possible advising and evaluating of students in field experiences (some local travel)
- Stays informed about changes and innovations in their field
- Develops and maintains relationships with appropriate external constituencies (e.g., area high schools, community agencies, advisory committees).
- Collaborates with instructional administration in conducting program/discipline area reviews and other continuous improvement activities in teaching and learning, including periodic curriculum reviews.

- Effectively integrates the use of instructional technology in instruction, when appropriate.
- Remains current in the discipline taught as well as in current trends in teaching methodologies and pedagogical practices for the specific discipline.

**Knowledge, Skills, and Abilities:**

- Knowledge of content, curriculum, methods, materials and equipment of instructional specialty to which assigned.
- Possesses the patience, caring and desire needed to work with students to see that each student has the opportunity to succeed.
- Knowledge of current issues in higher education.
- Knowledge of the college's program of studies related to mission, goals and organization.
- Ability to apply knowledge of current research and theory to instructional programs.
- Ability to plan and implement lessons based on curriculum objectives and the needs and abilities of students.
- Ability to establish and maintain effective relationships with students and peers.
- Skilled and effective in oral and written communication.
- Ability to provide instruction at the college level.
- Ability to communicate effectively with all students, constituencies and administrative units of the college.
- Ability to establish and maintain effective relationships with organizations outside the college.
- Basic computer knowledge (Word, Excel, Internet)

**Qualifications**

A master's degree with minimum of 18 graduate, semester hours in the stated or related discipline; terminal degree preferred

Experience of college level teaching preferred

Proficient in MLA and APA writing formats

Active member of the church of Christ