Wayne County Community College District

Notice of Position Openings
Internal / External Applications Currently Being Accepted
Full Time Instructors #A001-16

Posting Date: June 21, 2016
Reports to: Chief Academic Officer

Wayne County Community College District is currently seeking Full-Time Instructors for the following disciplines:

| * Business Management/Marketing | * English |
| * Chemical Engineering: Chemical Technology | * History |
| * Computer Information Systems | * Mathematics |
| * Criminal Justice | * Paralegal / Legal Studies |
| * Early Childhood Development | * Spanish |

Summary of Duties: Under the direction of the Chief Academic Officer, these positions are responsible for conducting college classes for undergraduate students. Teach one or more subjects within the prescribed curriculum. Compiles a bibliography of specialized materials for outside reading. Stimulates class discussion, Compiles, administers, and grade examinations. Serves on faculty committees to develop course goals, objectives, textbook selections, and supplementary instructional materials. Assists in program development. Performs other related duties as assigned.

Education/Experience Required

Business Management / Marketing
- A Master’s degree in Business Administration; or Business Management; and/or Marketing. Master’s degree with 24 graduate quarter/16 semester credits in Business Administration and/or Business Management.
- Qualifications: Must have a minimum of 3-5 years of documented direct or related work experience in the field of Business Management and/or Marketing. Five years teaching experience; experience in teaching online courses; five years business/industry experience; familiarity with community college learning environments; experience in enhancing the student’s learning experience by integrating a variety of methods and strategies into the teaching process and maintaining a learning-centered environment.

Chemical Engineering: Chemical Technology
- A Master’s of Science degree in Chemical Engineering; or a closely related field.
- Qualifications: Three (3) years of experience in instruction in chemical engineering courses at a college; some industrial experience is desirable. Familiarity with modern pedagogical methods, including online/hybrid teaching strategies.

Criminal Justice
- A Master’s Degree in Criminal Justice or related field; or a combination of a Bachelor’s Degree in Criminal Justice and five (5) years related work experience.
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Grade Level: According to AFT Contract

Computer Information Systems
- A Master’s Degree in Computer Information Systems or related field or a combination of a Bachelor’s Degree and equivalent work experience in preferably two or more of the following specialty areas:
  * Applications Development
  * Programming and Software Development
  * IT Security - IT Management
  * Web Design and Development

Early Childhood Education
- A Master’s Degree from a regionally accredited institution in Child Development, Early Childhood Education, Child and Family Studies or Early Childhood Special Education.
- Qualifications: A Master’s Degree plus 18 graduate semester hours from a regionally accredited institution in Early Childhood Education or Child Development. Plus a Bachelor’s Degree in Early Childhood Education and Childhood Development. Prior experience teaching in a community college, curriculum development, teaching young children in a group setting, administration and supervision in an Early Childhood Program; A minimum of 3 years’ experience with children birth to five years of age in a group setting.

English, History, Mathematics
- A Master’s Degree in the discipline (i.e., English, History, and Mathematics) or a related field from a regionally accredited college/university.
- Qualifications: Three (3) years of experience.

Languages: Spanish
- A Master’s degree in Spanish;
- Qualifications: Five (5) years Spanish education and/or equivalent; Native or near native fluency in Spanish and English; Experience teaching Spanish at the college level in a Spanish related-area.

Paralegal and Legal Studies
- A Doctorate of Jurisprudence (J.D.) degree from an ABA law school and related work experience.
- Qualifications: Five (5) years related work experience: Licensed to practice law and in good standing with the State Bar of Michigan; practical application of legal and courtroom process. Demonstrated competence of technology used in law offices, including MS Office, Westlaw, Lexis/Nexis Paralegal, other: Preferred areas of specialty and research: Negotiations and advocacy, legal writing, advanced litigation, legal documentation preparation and computer assisted legal research.

Application Procedure: Applicants must submit the following to jobs@WCCCD.edu for immediate consideration:
- Wayne County Community College District application form which can be found at www.wcccd.edu then go to: Divisions-Human Resources-Employment Application
- Cover Letter explaining how your experience and education qualify you for the stated requirements of the position
- Resume or Curriculum Vitae
- Copies of your undergraduate and graduate college transcripts (unofficial copies are acceptable during the application phase; official copies will be required upon hire)
- Three letters of recommendation.
All positions require the following experience:

- Two years’ experience teaching in higher education. (Community College Preferred)
- Successful experience with non-traditional teaching methods and collaborative learning
- Experience designing innovative assessment techniques and strategies for classroom or online teaching
- Demonstrated experience using technology to support learning

Please reference this staffing number on all documents: A001-16

EQUAL OPPORTUNITY EMPLOYER
Mail Resume to: Wayne County Community College District,
Attention: Human Resources, 801 W. Fort Street, Detroit, MI 48226
Or e-mail your resumes to: jobs@wcccd.edu

Statement of Compliance
Wayne County Community College District (WCCCD), pursuant to the requirements of Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the age Discrimination Act of 1975, the Vietnam-Era Readjustment Act of 1974, the Elliot-Larsen Civil Rights Act, Executive Order 1146, and Title II of the Americans with Disabilities Act (ADA) complies with all Federal and State laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of WCCCD that no person, on the basis of race, color, religion, national origin, age, sex, height, weight, marital status, disability, or political affiliation or belief, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to employment or in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education. (Policy adopted by the Wayne County Community College District Board of Trustees, July 28, 1993).

Notice of Non Discrimination Policy
Any questions concerning Title IX of the Education Amendments of 1972 which prohibits discrimination on the basis of sex, or inquires related to Section 504 of the Rehabilitation Act of 1973 which prohibits discrimination on the basis of handicap, or the College's Statement of Compliance with Federal and State law should be directed to Director of Human Resources, Wayne County Community College District, 801 W. Fort, Detroit, MI 48226 or by calling: 313-496-2765.