

**POSITION NOTICE
BIG SPRING SITE**

POSITION: **PROGRAM CHAIR BUSINESS INSTRUCTOR #218**

NOTE: **OFFICIAL TRANSCRIPTS AS WELL AS ANY OTHER DOCUMENTS DISCLOSING CREDENTIALS PERTAINING TO THIS POSITION WILL BE REQUIRED. WILL BE SUBJECT TO A CRIMINAL BACKGROUND CHECK.**

EXPERIENCE AND OTHER QUALIFICATIONS REQUIRED: Bachelor's degree required. Master's degree preferred. Three (3) years related experience preferred. Must possess leadership and organizational skills, computer proficiency, and effective communication skills (written and verbal).

DESCRIPTION OF JOB DUTIES: Deliver instruction in Business (prefer someone who can also teach Computer Science). Partner with business and industry, promote program, recruit, and advise students. Conduct evaluation of program, lead improvement strategies, and maintain advisory committee reports. For a complete list of job duties please refer to the job description available from Human Resources.

SALARY RANGE: **Per faculty salary schedule (10-month position)**

POSITION AVAILABLE: **Immediately**

TO APPLY: **Complete an online application at: <https://howardcollege.edu/careers/>**

POSTED: **December 15, 2020**

It is the intent of the Howard County Junior College District to provide equal employment opportunity for all persons regardless of race, color, national origin, sex, disability, age, religion, genetic information, veteran's status, or any other characteristic protected under applicable federal or state law in its employment policies, procedures, and processes as well as application and admission processes, educational programs and activities and college facilities.