



Job Description

JOB TITLE: Adjunct Instructor – Mathematics
DEPARTMENT: Math and Science
REPORTS TO: Dean of Natural and Behavioral Sciences

COLLEGE MISSION: Rochester College cultivates academic excellence, principled character, servant leadership, and global awareness through a rigorous educational experience that integrates liberal arts and professional studies within an inclusive Christian heritage.

POSITION SUMMARY: Rochester College is seeking a mathematics instructor to teach in the Traditional Program on its main campus during the Fall 2018 and Spring 2019 semesters.

Rochester College is a private, Christian institution. Successful candidates must support the Christian mission of the institution.

EDUCATION AND/OR EXPERIENCE REQUIRED:

- Master's Degree or higher in Mathematics or related field with at least 18 graduate hours in Mathematics.
- Previous teaching experience preferred.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Duties include all responsibilities associated with being the course instructor
- Use of syllabus, course preparation, lecture and oversight of student academic work
- Follow instructional duties as described in the Faculty Handbook, as well as other Rochester College institutional policies
- Provide learning activities and support that will lead to the achievement of the course learning objectives
- Provide access to students through electronic communication (email and Moodle) and other appropriate methods
- Maintain accurate records and grades
- Return graded work to students in a timely manner
- Submit required college reports and forms, particularly self-evaluation and course assessment
- Maintain professional relationships with students, colleagues and the community

SEND RESUME or CURRICULUM VITAE TO:

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