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# SHORTER COLLEGE JOB POSTING

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**Company:** Shorter College

**Job Title:** Adjunct Faculty Positions

**Department:** Second Chance Pell

**Status:** Exempt

**Start Date:** Upon completion of Drug Test and Background Checks at beginning of academic session

**Location:** Fayetteville, West Memphis, Osceola, Texarkana, Little Rock, Wrightsville, Pine Bluff

**Salary Expectations:** TBD

**Work Schedule:** Part-time Adjunct

## **SUMMARY, ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Shorter College seeks applications for Adjunct Faculty positions from persons who believe in “second chances to succeed.”

The Department of Education has approved a limited number Higher Education Institutions throughout the United States to participate in the Second Chance Pell Experimental Site Initiative (ESI) to test new models to allow incarcerated Americans to receive Pell grants and pursue a postsecondary education with the goal of helping them get jobs, support their families, and turn their lives around.

Shorter College, through the Second Chance Pell Pilot Program, will partner with the Arkansas Community Corrections (ACC) and the Arkansas Department of Corrections (ADC) to offer in-person, classroom-based instruction that supports the completions of an Associate of Arts Degree in Entrepreneurial Studies.

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Deliver performance-based, learning-centered instruction in accordance with the mission, vision, and philosophy of Shorter College.
- Use technology to enhance teaching and learning, as well as other aspects of work.
- Communicate regularly and provide consistent feedback to students about successful course completion.
- Maintain accurate attendance, student success, and scholastic records of students and submit required reports according to published deadlines.

**EDUCATION and/or EXPERIENCE:** Successful teaching experience in a post-secondary setting preferred. Master's Degree in the subject area or a master's degree in a related area with 18 graduate hours in the discipline is required for the following areas:

Mathematics	Humanities	English	Communication
Psychology	Sociology	Physical Science	
History	Business	Biology	

**LANGUAGE SKILLS:** Computer Ability to communicate effectively orally and in writing. Computer literacy including email, and LMS systems to communicate and develop teaching materials and enter grades electronically. Demonstrate familiarity with the use of appropriate computer software.

**REASONING ABILITY:** Ability to work effectively with individuals from diverse educational and socio-economic backgrounds. Ability to assess and prioritize the urgency of situation. Exception attention to detail.

**CERTIFICATES, LICENSES, REGISTRATIONS:** Valid Driver's License

**PHYSICAL DEMANDS:** Work mentally and emotionally able to cope with the pressure of being confined in restricted areas within a correctional facility.

**WORK ENVIRONMENT:** While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions; outside weather conditions. Flexible/Adaptable to constant change.

**REQUIRED TESTING:** Alcohol and Drug Test; Background Check

**HOW TO APPLY:** Applicants may submit a resume and cover letter to [humanresources@shortercollege.edu](mailto:humanresources@shortercollege.edu) or Mail to: 604 Locust Street, North Little Rock AR, 72214