DUAL ENROLLMENT ENGLISH INSTRUCTORS
(PART-TIME)

J. Sargeant Reynolds Community College is the third largest community college in Virginia and offers a variety of programs and services to the residents of the City of Richmond and five surrounding counties. Annually, our three campuses serve over 19,000 credit students and provide training for an additional 11,000 students through the Community College Workforce Alliance. During our 44-year history we have educated more than 300,000 people in the Richmond area. Additional information is available at the College’s Website: www.reynolds.edu.

Reynolds is seeking applicants who share in its commitment to students and teamwork. The College supports a culture of life-long learning, celebrating its diversity, and recruiting and retaining star quality employees. It is currently seeking adjunct instructors to teach Dual Enrollment English composition classes. These courses are taught to high school seniors in either a high school site in Goochland or Hanover Counties or on one of three Reynolds’ campuses. Interested applicants must be willing to teach either early morning (MWF 7:30 a.m. to 8:30 a.m.) or during the day, on an alternating block schedule.

TYPE OF APPOINTMENT: Part-time teaching faculty-ranked appointment. Salary commensurate with the education and experience of the applicant.

QUALIFICATIONS REQUIRED: Master’s degree in English or Rhetoric and Composition; or Master’s degree with 18 graduate semester hours in English or Rhetoric and Composition. The selected candidate must be able to successfully pass the college’s pre-employment security screening.

QUALIFICATIONS PREFERRED: Experience teaching first-year composition and graduate-level training in teaching written composition. Excellent oral and written communication skills. Familiarity with online course management systems and other instructional technologies. Demonstrated ability to use a personal computer with current software programs, including email programs and the Internet.

APPLICATION PROCESS: To apply for this or any other Reynolds vacant position, please visit the Virginia Jobs website https://jobs.agencies.virginia.gov. For full consideration, the cover letter, curriculum vitae, and unofficial undergraduate and graduate transcripts must be received with the online application. If you are invited for an interview, three current (within one year) letters of recommendation relevant to this position can be provided on the day of the interview, or must be received in the Office of Human Resources prior to the interview day. Official transcripts must be received in the Office of Human Resources prior to the first day of employment.

CONTACT INFORMATION: Mary Waite, Faculty Recruitment and Credentialing Consultant
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J. Sargeant Reynolds Community College does not discriminate on the basis of age, color, disability, family medical history or genetic information, military service, national origin, parental status, political affiliation, race, religion, sex (including pregnancy and gender identity), sexual orientation, or any other non-merit based factor in its employment opportunities, programs, services, and activities. Employment-related inquiries regarding the college’s nondiscrimination policy should be addressed to: EEO Officer, EEO@Reynolds.edu.