



Martin Community College

Office of Human Resource

1161 Kehukee Park Road

Williamston, NC 27892

personnel@martincc.edu

www.martincc.edu/employmentopportunities

An Equal Opportunity Employer

Martin Community College does not discriminate on the basis of race, color, religion, national origin, sex, age or disability. It is the College's intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Position Vacancy Announcement: Adjunct Instructor, Accounting & Finance (Online or Face-to-Face)

Position:	Adjunct Instructor, Accounting & Finance - Online
Job Summary:	Teach college level accounting and finance courses online or face-to-face as identified and approved for the Accounting & Finance Programs. Prepare, administer and grade periodic tests, assignments and/or program assessment data; maintain record of students' course activities as required by MCC; serve as an advisor to students regarding program progress.
Qualifications:	Required: <ul style="list-style-type: none">• Bachelor's degree in accounting or accounting & finance from an accredited institution• Excellent oral & written communication skills• Strong interpersonal skills with students• Two or more years of accounting experience in the field and 1 year of teaching experience• Experience teaching online• Experience with LMS such as Blackboard/E-College/WebEx/Moodle Preferred: <ul style="list-style-type: none">• Teaching experience at the community college level• Experience with classroom technology• Master's degree
Anticipated Hiring Range:	\$29.76 - \$33.38; Salary will be determined by candidate's education and experience related to higher education
Additional Information:	Courses will be taught online or face-to-face at the Williamston campus, with times to be determined semester to semester
Benefits:	NONE
FLSA Status:	Exempt (Hourly)
Application Deadline:	Start Date: August 2019 Applications accepted: Until Filled

SUBMISSION OF APPLICATION:

Applicants interested in applying for the above position should submit:

- Completed and signed Martin Community College application (<http://www.martincc.edu/employmentopportunities>)
- Copy of college transcripts (originals will be required if offer of employment is extended)
- Resume and cover letter (not accepted in lieu of application)

Application materials may be submitted via email to: personnel@martincc.edu with position title in the subject line OR mailed to: Martin Community College, Attn: Office of Human Resources 1161 Kehukee Park Road Williamston, NC 27892