

# Jefferson State Community College

## Part-Time Instructor Vacancy Announcements

Jefferson State Community College is seeking Part-Time Instructors in the following areas:

Minimum qualifications: Master’s degree with 18 graduate semester hours in discipline and current knowledge in one’s area(s) of interest (unless otherwise noted)

Jefferson Campus	Shelby-Hoover Campus	St. Clair Site/ Pell City Center	Chilton/Clanton Center
<ul style="list-style-type: none"> <li>• <b>Accounting</b></li> <li>• <b>Anthropology</b></li> <li>• <b>Biology</b></li> <li>• <b>Business</b></li> <li>• <b>Chemistry</b></li> <li>• <b>CIS</b></li> <li>• <b>Clinical Lab Technology</b></li> <li>• <b>Culinary Instructor—</b> A.S. in Culinary Arts and ACF certification required.</li> <li>• <b>Economics</b></li> <li>• <b>EMS Instructor</b> A.A.S. in EMS desired, but not required. Current State of Alabama licensed and credentialed EMT Paramedic. Three years in EMS field experience.</li> <li>• <b>English</b></li> <li>• <b>Fire Science</b> AAS in Fire Science and appropriate certifications</li> <li>• <b>Hotel and Hospitality Instructor—</b>B.S. in Hospitality Management. Teaching and industry experience preferred</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Anthropology</b></li> <li>• <b>Art</b></li> <li>• <b>Astronomy</b></li> <li>• <b>Biology</b></li> <li>• <b>CIS</b></li> <li>• <b>Culinary Instructor—</b> A.S. in Culinary Arts and ACF certification required.</li> <li>• <b>English</b></li> <li>• <b>ESL Instructor—</b> Minimum requirements are a BA degree and certification in ESL</li> <li>• <b>History</b></li> <li>• <b>Hotel and Hospitality Instructor—</b>B.S. in Hospitality Management. Teaching and Industry experience preferred</li> <li>• <b>Laboratory Assistant (L- 19)—</b> Current Alabama license as a physical therapist or a physical therapist assistant with at least one year of clinical experience.</li> <li>• <b>Math</b></li> <li>• <b>Nursing</b></li> <li>• <b>Philosophy</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Accounting</b></li> <li>• <b>Biology</b></li> <li>• <b>CIS</b></li> <li>• <b>Economics</b></li> <li>• <b>English</b></li> <li>• <b>Math</b></li> <li>• <b>Physical Science</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Art</b></li> <li>• <b>Biology</b></li> <li>• <b>Business</b></li> <li>• <b>CIS</b></li> <li>• <b>Economics</b></li> <li>• <b>English</b></li> <li>• <b>History</b></li> <li>• <b>Mathematics</b></li> <li>• <b>Psychology</b></li> <li>• <b>Religion</b></li> <li>• <b>Sociology</b></li> <li>• <b>Spanish</b></li> <li>• <b>Speech</b></li> </ul>

Jefferson Campus (cont'd)	Shelby Campus (cont'd)
<ul style="list-style-type: none"> <li>• <b>Medical Coding—</b> Master's in Business Education or a minimum of a Bachelor's degree with experience in Medical Coding</li> <li>• <b>Medical Terminology</b></li> <li>• <b>Music</b></li> <li>• <b>Nursing</b></li> <li>• <b>Office Administrator</b></li> <li>• <b>Physical Science</b></li> <li>• <b>Radiologic Technology</b></li> <li>• <b>Speech</b></li> <li>• <b>Veterinary Technology—</b> Distance education classes. A.S. or higher in Veterinary Technology. AL licensed Veterinary Tech.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Physical Therapist Assistant Instructor—</b> Current Alabama license as a physical therapist or a physical therapist assistant with at least one year of clinical experience.</li> <li>• <b>Psychology</b></li> <li>• <b>Sociology</b></li> <li>• <b>Speech</b></li> </ul>

**In addition, the College is seeking Part-Time Instructors with the following qualifications:**

AAS degree in related area or three years related industry experience, current knowledge in area

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**Manufacturing & Technology (Jefferson Campus)**

- Automated Manufacturing
- CAD
- CNC Machining
- Electronics
- Industrial Maintenance
- Precision Machining

## Building Science (Jefferson Campus)

- Architectural Drafting (Manual/CAD/BIM)
- Building Mechanical, Electrical and Plumbing Systems
- Building Zoning and Codes
- Construction Estimating
- Construction Law
- Construction Management
- Construction Site Surveying
- Hands-on Construction Materials and Methods Process Management
- Residential and/or Commercial Construction
- Structural Design of Buildings

## Building Science Courses:

- **AC Circuits (ELM201)**—Knowledge of AC fundamentals, work experience in electronics.
  - **Auto CAD**—architectural and civil applications
  - **AutoCAD II (MET202)**—Current teaching experience with AutoCAD 2004 with 2005 updates.
  - **Blue Print Reading for Machinists (DDT115)**—Experience with creating, reading and checking machined part blueprints.
  - **Building and Zoning Code**—emphasis on residential code (IRC) Construction Law
  - **DC Circuits (ELM200)**—Knowledge of DC fundamentals, work experience in electronics.
  - **Fluid Power (ELM210)**—Knowledge of basic hydraulic and pneumatic fundamentals, experience with using hydraulic systems in industry.
  - **Machinery Handbook Functions (MET192)**—Hands-on experience with machining methods, application, and the Machinery Handbook usage.
  - **Modeling (MET211)**—Current work experience with Inventor R9 and higher using solid modeling and rendering applications.
  - **Motor Drives (ATM220)**—Working experience with AC and DC motors, drives and controllers, control transformers, and variable speed drives.
  - **PLC I (ATM211)**—hands on experience programming ladder logic files, HMI, and data acquisition using AB PLC 504 series PLCs with RSLOGIC500.
  - **PLC II (ATM212)**—hands on experience programming ladder logic files, HMI, and data acquisition using AB PLC 504 series PLCs with RSLOGIC500.
  - **Precision Machining (MET190)**—Hands-on experience with machining equipment and inspection methods.
  - **Pumps/Piping (ELM214)**—Experience with sizing valves, pumps, and piping in industry.
  - **Robotic Basics (MET193)**—Experience with uses of robots in industry, safety, programming, and robotic applications.
  - **Robotic Project (ATM231)**—Experience with uses of robots in industry, modern manufacturing methods, and LEAN manufacturing.
  - **Welding (ATM181W)**—experience with stick and MIG welding, safety, machine set-up, mixed gas cutting, and inspection methods.
  - **Working Drawings**—residential or light commercial design with an understanding of applicable building codes
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The submission of all required application materials is the responsibility of the applicant. An application packet consists of:

1. A completed Jefferson State Community College application specific to the position of interest
2. Current resume
3. Transcripts (unofficial copies will be accepted before the deadline but official transcripts must be on file before an offer of employment). Transcripts must include **conferred or awarded date**.
4. Proof of licenses or credentials (if applicable)

Jefferson State Community College applications for employment forms are available at [www.jeffstateonline.com](http://www.jeffstateonline.com) and from the following:

Jefferson State Community College  
Human Resources Office  
2601 Carson Road  
Birmingham, AL 35215  
Phone: (205) 856-7899 or 856-7764  
Fax: (205) 856-7720

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It is the official policy of the Alabama Department of Postsecondary Education and Jefferson State Community College, including postsecondary institutions under the control of the State Board of Education, that no person shall, on the grounds of race, color, disability, gender, religion, creed, national origin, or age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. Jefferson State Community College will make reasonable accommodations for qualified disabled applicants or employees. Applicants must adhere to the College's prescribed interview schedule and must travel at their own expense. The College reserves the right to withdraw this job announcement any time prior to the awarding.

***Note: In accordance with Alabama Community College System policies and procedures, the applicant chosen for employment will be required to sign a consent form for a criminal background check. Employment will be contingent upon receipt of a clearance notification from the criminal background check.***