ENGLISH INSTRUCTORS  
(PART-TIME)

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. The College is seeking adjunct instructors to teach English composition classes. These may include day, evening, or weekend classes at Reynolds locations or dual enrollment classes at high school sites in Hanover County.

**QUALIFICATIONS REQUIRED:** Master’s degree in English or Rhetoric and Composition; or Master’s degree with eighteen (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 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.

Salary commensurate with the education and experience of the applicant.

For further information please contact Barbara Lytton in the School of Humanities and Social Sciences at (804) 523-5253 or blytton@reynolds.edu.

Please send a completed Commonwealth of Virginia employment application*, resume, official academic transcripts, and three current letters of recommendation to:

Barbara Lytton  
Program Head, English Department  
Reynolds Community College  
School of Humanities and Social Sciences  
P.O. Box 85622  
Richmond, VA 23285-5622

*Please visit the Virginia Jobs website [http://jobs.virginia.gov/](http://jobs.virginia.gov/) in order to complete the Commonwealth of Virginia employment application. Once completed, please print the State application and send the following documents: resume, official academic transcripts, and three current letters of recommendation to the contact person listed above.

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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, (804) 523-5877.*