

**ARABIC (ARA) INSTRUCTORS**  
**(PART – TIME)**

J. Sargeant Reynolds Community College is the third largest community college in Virginia and offers a variety of academic programs and services to the residents of the City of Richmond and five nearby counties. Annually, our three campuses serve approximately 17,500 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 nearly 340,000 people in the Richmond area and 1 in 4 local working adults has attended Reynolds. Additional information is available at the College's Website: [www.reynolds.edu](http://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. We are seeking adjunct instructors to teach synchronous face-to-face, as well as asynchronous online courses, video-to-video, and hybrid courses during the day, evening, and possibly Saturdays. This position will be located on the Parham Road and Downtown campuses.

- TYPE OF APPOINTMENT:** Part-time adjunct teaching faculty-ranked appointment. Salary commensurate with the education and experience of the applicant.
- QUALIFICATIONS REQUIRED:** Master's degree in the field of Arabic (ARA) or a Master's degree with eighteen (18) graduate semester hours in Arabic. The selected candidate must be able to successfully pass the college's pre-employment security screening.
- QUALIFICATIONS PREFERRED:** Previous community college teaching experience. Demonstrated ability to communicate effectively, both orally and in writing. Demonstrated ability to work with a diverse population of faculty, staff and students.
- APPLICATION PROCESS:** To apply for this or any other Reynolds vacant position, please visit the Virginia Jobs website <https://virginiajobs.peopleadmin.com>. For full consideration, the cover letter, resume or 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:** Emily Duncan, Recruitment Coordinator  
Email: [eduncan@reynolds.edu](mailto:eduncan@reynolds.edu)

*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](mailto:EEO@Reynolds.edu).*