ENGINEERING INSTRUCTOR/PROGRAM HEAD
(POSITION NO. #FO005)

J. Sargeant Reynolds 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 surrounding counties. Annually, our three campuses serve over 20,000+ credit students and provide training for an additional 15,000 students through the Community College Workforce Alliance. Over the years, we have educated more than 300,000 people in the Richmond area. Additional information is available at the College’s Website: http://www.reynolds.edu.

The College 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. Position will be assigned to the School of Mathematics, Science, and Engineering, located on the Parham Road Campus, 1651 E. Parham Road.


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

QUALIFICATIONS PREFERRED: Advanced level doctoral work in Engineering. Related occupational experience or teaching experience in one or more college level courses including developmental, occupational-technical, and university-college transfer. Knowledge of instructional technology applications, such as the Blackboard learning management system. Community college teaching experience. Demonstrated experience in course and curriculum development, student assessment, and course evaluations. Demonstrated ability to build effective industrial partnerships and work with an advisory board. Demonstrated ability to communicate effectively, both orally and in writing. Demonstrated ability to work with a diverse population of college faculty, staff and students.

POSITION RESPONSIBILITIES: The primary responsibility is teaching. Faculty loads are normally scheduled on an average of fifteen (15) credits per semester. Office hours, advising and collateral duty assignments are maintained. Teaching schedules may include day and evening classes, dual enrollment classes with local high schools, and multiple campus assignments. Opportunities for summer teaching will be based on student interest. The position will also assume the role of program head. As such, the position will be responsible for building partnerships, overseeing curriculum, managing budgets, collaborating with faculty, hiring and evaluating adjunct faculty, and working with the program advisory committee.

APPLICATION PROCESS: Application reviews will begin MAY 14, 2015. Applications will be accepted until the position is filled.

To apply for this or any other Reynolds vacant position, please visit the Virginia Jobs website http://jobs.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 to the committee 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.

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.