

Human Resources

EXTERNAL POSITION OPEN*Grand Rapids Community College is committed to a diverse and inclusive work and learning environment.*

Date: October 12, 2021

Position Title: **Assistant Professor Mathematics, Tenure Track**

Department: Mathematics

Job ID: 1228

Work Hours/ Schedule: 32 weeks (Fall & Winter Semesters)

Compensation: \$59,941 (Master's Degree), \$65,241 (Ph.D.)

Reflects Fall 2021 negotiated salary.

Start Date: Fall 2022

Reports to: Associate Dean, School of Arts and Sciences

Posting Close Date: November 15, 2021

SUMMARY

GRCC is seeking faculty who possess an interest in working with diverse student populations from a wide range of age, ethnicity, national origin and ability; engage in and develop innovative teaching strategies; effectively assess student learning outcomes; demonstrate a commitment to lifelong learning and professional development and provide service to our students, the college, and our community at large.

Faculty members are responsible to GRCC and to each other for the successful completion of departmental work, as well as associated with the School of Arts and Sciences and GRCC as a whole. In addition to the major position responsibilities, it is expected that faculty demonstrate outstanding communication skills, collaborate effectively, use personal initiative to overcome obstacles and work efficiently to meet deadlines. In an environment where innovation is valued, each faculty member will take responsibility to perform their work in a manner consistent with both the letter and the spirit of GRCC values.

Essential Job Functions

- Teach courses ranging from pre-algebra to differential equations including math for liberal arts majors to a diverse student population.
- Participate fully as a member of the Mathematics Department in such activities as curriculum development, evaluation and revision, committee membership, textbook selection, and department meetings.
- Engage in professional development activities and maintain expertise in the field of mathematics and the teaching of mathematics.
- Advise students on curriculum and academic programs as appropriate.
- Contribute to the growth and development of the Department and the College, by participating in team-based committee work, departmental planning, and other discipline related and college related activities.
- Support the Department and College through other work normally expected of faculty members.
- Demonstrate commitment to a learner centered environment.
- Support the Early & Middle College programs delivered at area high schools.
- Adhere to the standards and requirements expressed in the Faculty Contract.
- Foster a learning environment which advances equity and diversity and welcomes all students.

JOB SPECIFICATIONS

Education/License

- Master's Degree in Mathematics or closely related field (e.g. Statistics, Math Ed, Physics, or Engineering) with at least 18 credits of graduate-level mathematics coursework required.

Work Experience

- A minimum of two years full-time teaching experience in Mathematics at the college or university level required; the equivalent part-time or adjunct teaching time will be considered as having met the minimum.
- Community college teaching experience preferred.
- Experience working with non-traditional students from diverse backgrounds and with varying academic skills.
- Experience working with a variety of learning methodologies.

Equipment Use/Knowledge/Skills/Abilities

- Appropriate technology required to perform the duties of the position

Physical Demands

- Excellent written and oral communication skills.
- Must be able to sit or stand for long periods of time.

Mental Demands

- An understanding of and appreciation for the community college philosophy and student population.
- An interest in working with diverse student populations, who represent a wide range of age, ethnicity, national origin, and ability.
- A commitment to serve the Kent County community.
- Demonstrated initiative and organizational and problem-solving abilities.
- Ability to perform routine and unexpected duties with minimum supervision.
- High energy level with enthusiasm and interest in helping and supporting students, staff, and the general public.
- Ability to work under pressure while possessing mature judgment and flexibility in regards to interruptions and schedule changes.
- Must use good judgment in handling sensitive or difficult situations in a pleasant and professional manner.

Working Conditions

- Classroom environment in an academic setting.
- Ability to work in a high traffic, indoor office environment.
- Faculty assignment may include travel to offsite locations.

METHOD OF APPLICATION

Grand Rapids Community College is only accepting online applications for this position at <https://www.grcc.edu/jobs>.

Submit a cover letter, resume/ CV, unofficial transcripts, and three letters of recommendation in one document. The opportunity to apply for this position will close on **November 15, 2021 at 11:59PM**. Individuals with diverse backgrounds are encouraged to apply. Grand Rapids Community College is an equal opportunity employer. Visa sponsorship is not available.

Grand Rapids Community College creates an inclusive learning and working environment that recognizes the value and dignity of each person. It is the policy and practice of GRCC to provide equal educational and employment opportunities regardless of age, race, color, religion, marital status, sex/gender, pregnancy, sexual orientation, gender identity, gender expression, height, weight, national origin, disability, political affiliation, familial status, veteran status or genetics in all programs, activities, services, employment and advancement including admissions to, access to, treatment in, or compensation in employment as required by state and federal law. GRCC is committed to reviewing all aspects of GRCC programs, activities, services and employment, including recruitment, selection, retention and promotion to identify and eliminate barriers in order to prevent discrimination on the basis of the listed protected characteristics. The college will not tolerate any form of retaliation against any person for bringing charges of discrimination or participating in an

investigation. Further information may be obtained from the EEO Office or the Office of General Counsel, 143 Bostwick Avenue NE, Grand Rapids, MI 49503-3295.

