**Practical Business Management Faculty, Part-Time**

Below you will find the details for the position including any supplementary documentation and questions you should review before applying for the opening.  To apply for the position, please click the **Apply for this Job** link/button.

If you would like to bookmark this position for later review, click on the **Bookmark** link.  If you would like to print a copy of this position for your records, click on the **Print Preview** link.

[**Bookmark this Posting**](https://www.jobs.linnbenton.edu/bookmarks?posting_id=6287) **|** [**Print Preview**](https://www.jobs.linnbenton.edu/postings/6287/print_preview) **|** [**Apply for this Job**](https://www.jobs.linnbenton.edu/postings/6287/pre_apply)

**Please see Special Instructions for more details.**

Please complete the online application and upload or attach the following required documents: 1) Resume 2) Cover Letter 3) Academic Transcript Transcripts from a non-U.S. college or university must be accompanied by an international credential agency evaluation. Please see “Academic Transcript Information” on Employment Opportunities home page for more information and a list of agencies which perform this service. Applications are reviewed for minimum qualifications. In order to be considered, your application must clearly show you meet the minimum qualifications for this position. U.S. Veterans will need to attach proof of honorable discharge (Form DD-214) to their application to qualify for veteran’s consideration.

**Posting**

**Position Information**

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| --- | --- |
| **Posting Number:** | 0600836-NC |
| **Position Type:** | Faculty Pools |
| **Position Title:** | Practical Business Management Faculty, Part-Time |
| **Division/Department:** | Business Management |
| **Job Summary:** | Teach courses in the Practical Business Management curriculum, which includes classes relating to Entrepreneurship, Event Management, and Retail Management. |
| **Required Qualifications:** | Associate’s degree, plus a minimum of four years’ work experience in retail, entrepreneurship, event planning, marketing, graphic design, event technology or a related field. Must be able to work respectfully with individuals of all cultures, backgrounds, perspectives, and abilities. |
| **Preferred Qualifications:** | Bachelor’s degree, plus a minimum of three years’ full-time experience in retail, entrepreneurship, event planning, marketing, graphic design, event technology. Experience teaching at college level. |
| **Physical Requirements and Working Conditions:** | Requires the ability to work with staff and students.  Work is performed in an office or classroom setting with minimal exposure to safety or health hazards. |
| **Essential Duties:** | Act as a team member of the Business Department.  Communicate the objectives of each course taught. Grade according to those objectives, and report students’ progress toward those goals.  Work effectively with students and staff of various cultural and socioeconomic backgrounds and ages.Successfully interact with supervisors, colleagues, and staff as part of an educational team.  Establish and maintain opportunities for reasonable out-of- class contact with students.  Prepare course descriptions, outlines, and other material related to courses taught.  Establish and maintain a class roll, and teach in conformance with approved course outlines.  Teach in a hands-on, active learning style.  Participate in student appraisal of classroom learning. |
| **Applicant Instructions:** | Please complete the online application and upload or attach the following required documents:  1) Resume 2) Cover Letter 3) Academic Transcript  Transcripts from a non-U.S. college or university must be accompanied by an international credential agency evaluation. Please see “Academic Transcript Information” on Employment Opportunities home page for more information and a list of agencies which perform this service.  Applications are reviewed for minimum qualifications. In order to be considered, your application must clearly show you meet the minimum qualifications for this position.  U.S. Veterans will need to attach proof of honorable discharge (Form DD-214) to their application to qualify for veteran’s consideration. |
| **Proposed Start Date:** |  |
| **Full-time or Part-time** | Part-time |
| **Number of hours/week:** | Varies |
| **Posting Date:** | 01/09/2017 |
| **Closing Date:** |  |
| **Open Until Filled:** | No |
| **Special Notes to Applicants:** | As a condition of employment, all new employees are required to be compensated via direct deposit.  LBCC is an Equal Opportunity Educator and Employer.  LBCC offers a pay incentive to eligible employees who demonstrate proficiency in conversational Spanish when evaluated and formally certified by a college-approved professional or agency. Eligibility to apply for and receive bilingual pay incentives for Spanish and languages other than English are subject to the provisions of Administrative Rule 6025-06. For more detailed information, please review the [LBCC Bilingual Pay Incentive Administrative Policy](http://po.linnbenton.edu/BPsandARs/AR%206025-06%20Bilingual%20Pay%20Incentive.pdf) |
| **Salary Grade** | Not Applicable |
| **Salary/Rate** |  |

**Supplemental Questions**

Required fields are indicated with an asterisk (\*).

1. \* How did you learn about this position? Please select one.
   * Mid-Valley Sunday Newspaper
   * Lebanon Express Newspaper
   * Oregonian
   * Latinos in Higher Education
   * HERC-Higher Education Recruitment Consortium
   * indeed.com
   * Chronicle of Higher Education
   * State Employment Department
   * LBCC Employment Opportunities Website
   * Eugene Register Guard Newspaper
   * Other Online Website (specify below)
   * Other (specify below)
2. If you selected other above, please specify the website or other resource from which you learned of the position.

(Open Ended Question)

**Required Documents**

**Required Documents**

1. Resume
2. Academic Transcript
3. Cover Letter

**Optional Documents**

1. Academic Transcript 2
2. Academic Transcript 3
3. Academic Transcript 4
4. U. S. Veteran Proof of Honorable Discharge DD-214
5. CV-Curriculum Vitae