

Seward County Community College is a two-year institution offering 45 programs of study, including Adult Basic Education, certificate programs and Associate of Arts, Science, General Studies and Applied Sciences degrees. Ranked in the top 5% of more than 1,100 accredited community colleges in the U.S. by the Aspen Institute, SCCC serves a student body of 2,500+ students ranging in age from 15 to 85, in a county with the highest foreign-born percentage population in the U.S., and a rural service area of about 50,997 in seven Southwest Kansas counties as well as neighboring counties in southeastern Colorado, the Oklahoma and Texas Panhandles.

Responsibilities

Instructor:

The instructor will engage in a variety of learning support and instruction/institutional practices. Responsibilities include preparation, teaching, and conducting lecture and laboratory courses as assigned. This includes but is not limited to developing syllabi, facilitating student learning in classroom and lab settings, recruiting, advising, tutoring, and evaluating students. The typical teaching load is 30 credit hours per academic year. Classes may include English Composition courses, Literature courses and Creative writing. Teaching assignments may include some evenings. Faculty is expected to demonstrate and maintain competence throughout their employment at the college.

Seward County Community College serves as an important link to higher education in the remote corner of Southwest Kansas, serving a student population of which around 70% is first in their families to attend college. More than half identified as Hispanic. We draw students from a five-state service area. The successful candidate must be willing to relocate and become acculturated to the community and demographic flavors of the rural Midwest.

Writing Lab Coordinator:

Position monitors, tutors, and instructs students in a lab setting in writing. Writing levels will range from basic skills to advanced courses with an emphasis on developing writing and study skills to succeed with college level writing. Works directly with the developmental writing and English composition instructors to establish goals and scheduling of the writing lab. Assists students from diverse cultural, ethnic, socioeconomic, academic, and disability backgrounds. Participates in professional development activities. Demonstrates a commitment to service excellence, innovation, student success, integrity, and diversity in the performance of job duties.

Qualifications

Master's Degree in English preferred. Master's degree in related field with 18 hours in English required. Evidence of thorough and accurate knowledge of discipline and co-requisite developmental English curriculum or ALP programs required. Will teach Comp I and Comp II and related courses. Previous teaching instruction in community college or secondary education preferred.

Salary/Benefits

Competitive salary. Participation in college Flexible Benefits program which includes options for single and family health and dental coverage, optional insurances, and reimbursement accounts. Other benefits include: income protection insurance; matching annuity; SCCC tuition reimbursement for employee and dependents; annual and sick leave allowances and participation in social security (FICA) and state retirement programs (KPERs).

Salary Range: Salary commensurate with education and experience.

Position Status: Full-Time

Application Deadline: 07/24/2023

Start Date: August 2, 2023

- Successful applicant will be required to pass a criminal background check prior to employment.
- Separate application required for additional or future openings.

Applications may be emailed to jobs@sccc.edu, faxed to 620-417-1124 or mailed. Direct inquiries to Human Resources at 620-417-1121.

How to Apply

To be considered, all of the following materials must be submitted to the address below:

1. Completed and signed Seward County Community College application. [Seward County Community College application.](#)
2. Cover letter
3. Job-related resume including contact information for three professional references.
4. Transcripts from post-secondary education (copies are acceptable)

****If employed, official transcripts will be required within 30 days. (Foreign transcripts must be translated and evaluated to determine equivalency to U.S. standards).**

If any of the required materials are not submitted with your application packet, your application will be deemed incomplete and will not be forwarded to the committee for screening. Please notify Human Resources if you require any special accommodation(s) in meeting these requirements.

Mailing Address:

Human Resources Office
English Instructor/Writing Lab Coordinator
Seward County Community College
PO Box 1137
Liberal KS 67901-1137

More information about Seward County Community College can be found at www.sccc.edu

Selection Process

The search committee will conduct all minimum qualification appraisals as set forth on the position announcement and job description and reserve the right to limit the number of interviews granted. Meeting the minimum qualifications for a position does not assure the applicant an interview. Applicants selected for an interview will be notified of the time and place of the interview. Interviews are usually conducted on campus by the search committee. Additional interviews and/or teaching demonstrations may be required.

All qualified applicants are encouraged to apply.

EOE/Drug Free Campus

Other information

- [Clery Act Campus Safety and Security Report](#)
- [FMLA English](#)
- [FMLA Spanish](#)