

# MOTLOW STATE COMMUNITY COLLEGE

is accepting applications for the following position:

## Chemistry Instructor (Faculty)

**Position Summary:** Term

**Position number:** B99695

**Salary:** \$42,062.00

Motlow State is located in the beautiful rolling hills of middle Tennessee and has four campuses that serve students from eleven counties. We offer a comprehensive benefits package that includes an excellent retirement package from the state of Tennessee, 401K plan with match, thirteen paid annual holidays in addition to annual and sick leave days, health and dental insurance, tuition discounts, and state employee discounts. Motlow positions are contingent upon funding availability and budget approval.

### **General Function:**

Provide high quality effective instruction in accordance with the catalog description and the approved course syllabus; Facilitate student learning, and perform evaluation of student learning for all assigned classes, using each course's standard course outline as a guide; Advise and mentor students about academic and career goals

### **Minimum Qualifications:**

Master's degree in discipline or a qualifying field from a regionally accredited college or university or a Master's degree in any field with a minimum of 18 graduate semester hours in discipline or a qualifying field from a regionally accredited college or university by the application date.

Qualifying field- • Hold a Master's degree in Chemistry or a qualifying field from a regionally accredited college or university or a Master's degree in any field with a minimum of 18 graduate semester hours in Chemistry or a qualifying field from a regionally accredited college or university by the application date.

### **Preferred Qualifications:**

Doctoral degree in discipline or a qualifying field from a regionally accredited college or university or a Master's degree in any field with a minimum of 18 graduate semester hours in discipline or a qualifying field from a regionally accredited college or university by the application date. Three years of Community College teaching experience. Ability to teach in an additional MSCC teaching field.

### **Major Duties and Responsibilities:**

- Teach courses as assigned in accordance with the catalog description and the approved course syllabus; Teach dual enrollment classes at area high school as assigned; Travel to multiple campuses as assigned
- Provide academic advisement and mentoring to students about academic and career goals

- Collaborate collegially with faculty, curriculum chair, and academic leadership about curricular and programmatic issues and needs
- Collaborate collegially with faculty, administration and staff to support the students, strategic plan, goals and business operations of the college; Work collegially as part of both discipline-specific and multidisciplinary teams
- Stay abreast of current developments in the teaching discipline including scholarship, creative research, disciplinary and interdisciplinary activities that focus on the boundaries of knowledge, community-based scholarship, creative activities, and the development of cutting-edge teaching approaches
- Support curricular and co-curricular activities within the college: Participate in graduation exercises
- Teach a 15-hour load per semester; summers are voluntary but not guaranteed
- Post and maintain office hours which provide adequate time for academic advisement with students; out-of-class meetings with students and colleagues; and faculty, division, and departmental meetings
- Respond promptly to the Dean's requests
- Submit all requested paperwork timely and completely
- Serve on college committees
- Perform all duties in accordance with both TBR and MSCC policies

**Knowledge, Skills and Abilities:**

- Strong interpersonal skills and the ability to effectively communicate with a wide range of individuals and constituencies in a diverse community
- Strong computer skills, to include college database (Banner) management, word processing, creating spreadsheets, e-mail, and the internet
- Knowledge of confidentiality statutes and policies as they apply to FERPA
- Ability to effectively communicate, both in writing and verbally, with students, fellow employees, college administrators, and other stakeholders

To ensure consideration, interested applicants must submit an application, transcripts and resume online at [www.motlowjobs.com](http://www.motlowjobs.com)  
<https://careers.tbr.edu/jobs/chemistry-instructor-faculty-tullahoma-tennessee-united-states>

Human Resources Office, Dept. 200  
 Motlow State Community College  
 Telephone (931) 393-1592, TDD (931) 393-1621)  
 E-mail; [jobs@mscc.edu](mailto:jobs@mscc.edu)  
 Website: [www.mscc.edu](http://www.mscc.edu)

Motlow College is an EEO/AA/Title VI/Title IX/Sections 504/ADA Employer

Motlow State Community College does not discriminate on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age status as a protected veteran or any other class protected by Federal or State laws and regulations and by Tennessee Board of Regents policies with respect to employment, programs, and activities.