

Adjunct Faculty – Health Services Administration

Institution: Webber International University
Location: Babson Park, FL
Category: Adjunct Faculty – Health Services Administration
Type: Part-time

General Description of Position: Instruct college students in accordance with educational theories and techniques. Develop discipline related curricula, assess student learning, participate in program evaluation and college activities. Maintain college and department standards in support of the University's mission and strategic plan.

Adjunct postings are filled based on enrollment. While a posting may exist on our website, there may or may not be a need at this time; however, applications are available for the hiring manager or designee to review the need for adjuncts on an ongoing basis.

Work Hours: Work schedule varies according to teaching assignment, class schedule and the needs of the University and the College.

Transcripts: Applicants must electronically attach scannable unofficial transcripts when applying for this position. An official copy will be required at the time of the interview.

Minimum Qualifications:

- Master's degree specific to the discipline OR a Master's degree in Allied Health, Public Health, Health Sciences with a minimum of 18 semester hours in a closely related field.
- At least 2 years of experience in the field and prior college level teaching experience is preferred.

Responsibilities:

- Provide instruction for assigned courses. This includes preparation for in-class education activities, evaluation of students' work, consultation with students outside of class, maintenance of currency in the subjects taught.
- Maintain accurate class and other records required by the University
- Submit, when due, attendance roster and grade reports
- Maintain office hours each week
- Create, encourage and maintain an inclusive environment that respects multiple learning styles
- Work effectively to meet the needs of diverse student populations
- Use observational, oral and/or written assessment to direct and enhance learning in a timely manner
- Use current and emerging technologies and alternative delivery methods to enhance student learning.
- Maintain positive working relationships with faculty, staff and administration.
- Encourage students' professional development and discipline exploration.

- Practice and promote academic excellence and scholarship.
- Demonstrate commitment to professional development.
- Able to respond to/assist students with questions and concerns in a timely manner.
- Observe college policies and procedures.
- Other duties as appropriate

How to apply: E-mail a copy of your CV, including a list of three professional references, transcripts (as described above), and a cover letter outlining your interest for the position and your qualifications to: murrayna@webber.edu. Attachments should be PDF files.