July 14, 2015

SPANISH INSTRUCTOR-ONLINE

RESPONSIBILITIES
- Teach 15-18 semester hours of credit Spanish courses per semester
- Fulfill faculty roles and responsibilities as outlined in Midland College Policy 02:01:01
- Design and teach online courses using Canvas
- Communicate with students and provide strong and regular feedback electronically and communicate by telephone during office hours
- Communicate with colleagues and supervisor regularly
- Grade coursework and submit grades punctually
- Serve and promote Midland College, the division, and the department
- Attend Fall semester’s week of in-service activities on campus
- Participate in community service
- Complete ongoing professional development (especially credit coursework), to enhance teaching credentials
- Other duties as assigned

QUALIFICATIONS
- Master’s degree plus 18 graduate credit hours in Spanish
- Experience in college instruction and online instruction required
- Knowledge of computer software, including Learning Management System required
- Strong computer competencies including Word, Excel and email
- Online classroom presentation skills
- Strong communication skills

SALARY

APPLICATION
Interested candidates should submit a resume, completed official application, official transcripts sent directly from the institution(s) attended to Midland College Human Resources, three letters of reference, and a statement addressing responsibilities, qualifications and how the candidate meet the desired characteristics. Applications should be sent to: applymc@midland.edu
Natasha Morgan
Director of Human Resources/Payroll
Midland College
3600 N. Garfield
Midland, Texas 79705
(432) 685-4532

Midland College Is an Equal Opportunity Employer
This position is security sensitive and subject to Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. An employment offer is contingent on completion of a satisfactory criminal background investigation.