



WYTHEVILLE COMMUNITY COLLEGE

Information Systems Technology

Wytheville Community College is seeking a candidate for an adjunct teaching faculty position for the Information Systems Technology Program beginning August 16, 2017. Teaching responsibilities include both the classroom and online setting in entry and intermediate level courses at the Summit Center for Higher Education in Marion, VA. The position will provide instruction in Microsoft Office and related software packages.

Minimum Required Qualifications

- Five Years of related Occupational Experience in the Information Technology/Computer Science field;
- Master's Degree in a related field from an Accredited Institution; and
- Completion of Quality Matters Online Instructional Training within six months of date of hire.

Preferred Qualifications

- Microsoft Office Specialist Certification in Word, Excel, Access, and Powerpoint; and
- Past Community College Teaching Experience.

Application Process

Interested persons are required to apply by using the on-line application process through the Virginia state-wide job listing at <https://virginiajobs.peopleadmin.com>. Applicants are also required to include a cover letter, current resume or CV, and an unofficial copy of college transcripts along with the application submittal. Only complete application documentation will be considered; partial submissions will not be considered. If there are multiple transcripts, combine all transcripts into one file before uploading. Application documentation will be received until filled with first review of applications on July 15, 2017.

Persons with disabilities requiring assistance should contact 276 223 4700.

The individual selected will be subject to a criminal history/sex offender background check and e-verify for employment eligibility as a condition of employment.

Any questions regarding application document submission can be directed to HR@wcc.vccs.edu.

Wytheville Community College does not discriminate on the basis of race, sex, color, national origin, religion, sexual orientation, gender identity, age, political affiliation, genetics, veteran status, or disability when the person is otherwise qualified in its educational programs and activities or employment. The following person has been designated to handle inquiries regarding the non-discrimination policies: Crystal Cregger, Vice President of Finance and Administrative Services, 215 Bland Hall, 1000 East Main Street, Wytheville VA 24382, 276-223-4762. For further information, see the list of OCR enforcement offices for the address and phone number of the office that serves your area, or call 1-800-421-3481