

PLEASE POST

**REVISED
POSITION OPENING**

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Pennsylvania College of Technology
One College Avenue
Williamsport, PA 17701

Pennsylvania College of Technology is located in Williamsport, a family-oriented community, ideally situated along the Susquehanna River at the foot of Bald Eagle Mountain in North Central Pennsylvania, within 200 miles of New York City, Philadelphia, Baltimore, and Washington D.C. Penn College is Pennsylvania's premier technical college and an affiliate of The Pennsylvania State University. More than 6,500 students are enrolled in Penn College's bachelor and associate degree and certificate majors, which combine hands-on experience with theory and management education.

Full-time Faculty, History/Political Science

Reports to:

Dean of Integrated Studies

Duties and Responsibilities:

The faculty will be responsible for educational leadership, student instruction, and student advising in U.S. history, world history, and political science. Specifically, this person will:

- Instruct and evaluate students in core U.S. and world history courses, elective history courses, political science courses; specifically, history and theory of American government at the federal, state, and local level. (Essential)
- Advise, schedule, and maintain accurate records on students. (Essential)
- Assist with curriculum review, revision, and development. (Essential)
- Write and update course syllabi. (Essential)
- Engage in professional development to remain current in the respective fields of history and in appropriate instructional methodologies. (Essential)
- Contribute to the betterment of the College through School committee participation. (Essential)
- Contribute to the betterment of the College through College-wide committee participation. (Marginal)
- Maintain office hours according to contractual guidelines. (Essential)
- Maintain a high degree of confidentiality with regard to any and all information as a direct or indirect result of job responsibilities/job functions. (Essential)
- Perform other appropriate job-related duties as assigned by the Dean. (Marginal)

Qualifications:

Minimum

- *Ph.D. in history or closely related discipline.
- *Two (2) years of full-time or two (2) years of equivalent full-time relevant teaching experience in U.S. history and/or world history at the college level.
- *Demonstrated ability to teach creatively and effectively.
- *Developed organizational skills.
- *Interpersonal skills necessary to deal effectively and courteously with students, staff, administration, and the public.
- *Ability to work with a diverse student population.
- *Ability to communicate effectively, both orally and in writing.
- *Sensitivity to the expectations of students, staff, administration, and the public.
- *Interdisciplinary approach to education.
- *Demonstrated sensitivity to diversity and multicultural issues.
- *Finalists for this position must present a sample lesson.

Minimum (Continued)

*Candidates for teaching positions must be fluent in the English language (oral and written) - English Fluency in Higher Education Act. (Pennsylvania Senate Bill 539/Act No. 76)

*Background check will be required on selected candidate.

Desired

*Experience teaching both U.S. history and/or world history at the college level.

*Continued professional development.

*Successful experience in curriculum and course development.

*Experience developing and delivering distance delivered instruction.

*Scholarship as evidenced in refereed publications.

*Strong concentration in one or more of the following historical sub-fields: history of science, technology, and society; media studies; labor relations; or African, Asian, Middle Eastern, or Latin American history.

Machines, Tools, Equipment:

*Microcomputer

Special Job Feature:

May include day/evening and/or weekend assignments

Conditions of Employment:

The wages, hours, and terms and conditions of employment for full-time teaching faculty, counselors and librarians (all regular College funded positions and certain grant/contract funded positions) are determined by the negotiated Agreement between Pennsylvania College of Technology and the Penn College Education Association.

Federal law requires all employers to verify the identity and employment eligibility of all new hires and the completion of an Employment Eligibility Verification (Form I-9) by the candidate and the employer. Any offer of employment shall be contingent on the applicant's timely production of required documentation to verify identity and employment eligibility. If you cannot or will not be able to produce the required documentation, we cannot consider your application.

If you are currently receiving an annuity from the State or Public School Employees' Retirement System, employment at Pennsylvania College of Technology may affect your annuity status. If you are currently a member of either the State or Public School Employees' Retirement System you may be required to contribute into the System.

Salary and Academic Rank:

Commensurate with credentials submitted as applied to the College's Faculty Salary System and established criteria for faculty rank. As a point of reference, the salary range for 21 new full-time faculty hired in various disciplines throughout the College for the 2009/2010 academic year is \$42,635 to \$68,260.

Starting Date:

Fall 2010 semester, which starts August 12, 2010

Deadline for Application:

Applicants must submit a completed College Application for Employment AND a letter of interest and resume to: Human Resources, Pennsylvania College of Technology, One College Avenue, Williamsport, PA 17701. Position will remain open until a suitable candidate is identified. Please include title of position on your application form and in your letter of interest. Penn College is committed to affirmative action, equal opportunity, and the diversity of its workforce. For further information on this position call (570) 327-4770. Information on additional Penn College employment opportunities can be obtained by calling the Position Openings Hotline at (570) 327-4535 or extension 4535.

Look for more information about Penn College on the Internet at www.pct.edu.