



BENNETT COLLEGE

Job Posting

Title: Adjunct Instructor of Psychology

Date of Posting: 08/03/2022

Closing Date: Until Filled

Department: Arts and Sciences

Reports To: Dean of Faculty

GENERAL SUMMARY:

Bennet College is soliciting applicants to teach one or more of the following psychology courses. Compensation is \$1,000 per credit hour.

PS 254-255 Descriptive and Inferential Statistics is a sequence of two four-credit courses that would ideally be taught by the same instructor. PS 254 will meet three times per week from October 26-December 16 on a block schedule (two 3-hour class sessions and one 2-hour lab); PS 255 will meet on the same block schedule from January 25-March 10. This course can be taught remotely or hybrid format (both online and face-to-face class meetings).

PS 300 Orientation to the Psychology Major is a one-credit hour course that will meet once per week from September 7-October 21 on a block schedule (2-hour class sessions). Instructors should be prepared to teach first-year college students, many of whom are first-generation college students. This course can be taught remotely or hybrid (both online and face-to-face class meetings).

PS 360 APA Style is a one-credit course that meet three times per week from August 22-September 2 on a block schedule (three 2-hour class sessions). Alternatively, the course could be offered from January 9-23, 2023. This course can be taught remotely or hybrid (both online and face-to-face class meetings).

ESSENTIAL JOB FUNCTIONS:

- Teaches both face to face and, hybrid and fully remote courses. Instructors will be teaching hybrid and tech-enables courses, with significant online interactions.
- Proficiency with Canvas, Zoom, and/or MS Teams, and other supplemental technologies/methods for online teaching.

- Establishes key objective for classes in a face-to-face and/or hybrid, tech-enabled environment.
- Creating a clear curriculum that accomplishes the set objectives.
- Follows all policies and procedures of the college that are outlined in the job description, faculty handbook, and employee handbook.
- Records students' attendance and grades.
- Plans instruction to achieve course objectives/student learning outcomes (SLOs), in alignment with the psychology program learning outcomes (PLOs).
- Plans instruction to achieve course objectives/student learning outcomes (SLOs), in alignment with the statistics program learning outcomes (SLOs).
- Integrates available technology resources compatible with students' needs and abilities.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Expertise in the subject area that will be taught.
- Knowledge of learning theories and various face-to face and/or virtually-driven methods of instruction.
- Strong oral communication skills to present face-to-face and/or virtual lectures and answer questions.
- Organizational skills to keep track of student work and present course material in a clear way.
- Proven written communication skills to create clear assignments, exams, and student feedback reports, etc.
- Ability to stimulate a virtual and inclusive learning environment by implementing a variety of learning activities and experience consistent with instructional objectives.
- Ability to engage students by making topics and activities meaningful and relevant to each student.
- Ability to differentiate instruction to meet the needs of diverse students.
- Ability to explain content and demonstrates skills in a variety of ways to meet the needs of diverse students.
- Ability to give each learner an equal opportunity for involvement in learning.
- Ability to demonstrate competence in the use of acceptable grading/ranking/scoring practices in recording and reporting student achievement.
- Ability to effectively use examinations to measure student performance.
- Ability to use results of a variety of assessments to monitor and modify instruction as needed.
- Ability to organize, maintain, and use records of student progress to make effective instructional decisions.
- Ability to create and evaluate assessment materials to ensure validity with current course work.
- Ability to seek and maintain positive interactions with students.

EDUCATION AND EXPERIENCE:

- Mandatory:
 - Master's Degree with 18 graduate credits in psychology or counseling
 - Minimum of two (2) years teaching and/or relevant experience in the discipline
 - Provide Certificate of technology training in electronic delivery (Hybrid/Online Delivery) of courses and/or willing to participate in training
 - Knowledge of Quality Matters Standards

- Preferred:
 - Ph.D., Psy.D., Ed.D., or other terminal degree
 - Experience with hybrid/online course delivery

HOW TO APPLY:

Interested candidates should submit a complete applicant packet, which includes the following documents:

- online application for employment (found at www.bennett.edu)
 - click on "Quick Links" at the top of the home page
 - click on "Employment Opportunities"
 - click on "Click Here to Apply" and follow the instructions

The following are **required documents** to be attached to your application:

- cover letter
- resume
- unofficial transcripts from every college and university attended
 - official transcripts are required if an offer of employment is accepted

ONLY COMPLETE APPLICANT PACKETS WILL BE ACCEPTED

NO PHONE CALLS PLEASE!

We are an Equal Opportunity Employer

E-Verify, an online program which is administered through the Department of Homeland Security and the Social Security Administration, are used to verify employment eligibility.