



## POSITION VACANCY

July 8, 2015

Name of position: Business Administration Instructor  
Applications accepted through: July 24, 2015, or until filled  
Effective date of employment: August 17, 2015  
Length of employment: Full-time, 9-month position  
Salary Range: \$42,000 - \$45,000

### Position requirements:

- MBA; or a master's degree with at least 18 graduate semester hours in a business related field
- Community College or post-secondary teaching experience in any of the following fields: business management, business law, business communications, etc., or related work experience
- Experience in distance education and demonstrated use of technology
- Self-starter, team player, and a demonstrated ability to work well with others
- Excellent oral and written communication skills

### Position duties:

Instructional duties include teaching business classes; course planning, development, and evaluation; creating and maintaining records regarding student evaluations; recruiting and advising students, serving on committees, and participating in college activities such as professional development. Attendance is required at faculty meetings, orientation, and graduation. Teaching assignments may include on-campus and off-campus classes during the day, evening, weekend, and online.

If selected for employment, the applicant must submit to a criminal background check and drug screening.

**INSTITUTION:** *Wayne Community College is a member of the North Carolina Community College system. Located in Goldsboro, the college serves Wayne and adjoining counties. Wayne Community College is an affirmative action/equal opportunity employer. A Tobacco Free Campus as of August 1, 2009.*

### **APPLICATIONS:**

*Submit an original Wayne Community College employment application and all support materials, including copies of transcripts of all post-secondary studies to **Human Resources, Wayne Community College, P. O. Box 8002, Goldsboro, NC 27533-8002**. Applications may be downloaded from our website at [www.waynecc.edu](http://www.waynecc.edu). Applications will be screened and the most qualified applicants interviewed. All applicants will be notified when the position selection has been made.*