



183 College Drive • De Queen, AR 71832
870.584.4471 • 800.844.4471 •
www.cccua.edu

POSITION ANNOUNCEMENT

English Instructor (Full-Time Faculty Position)

RESPONSIBILITIES INCLUDE

Teach courses within an educational setting; Instruct in skills in area of instruction; lecture in classroom; arrange field trips and lead students on trips; use instructional aids such as textbooks, workbooks, films, PowerPoint, and videos; arrange for speakers or special demonstrations to enhance classroom work; give individual instruction as needed; complete classroom records and reports, such as absences, schedules, and grade records; evaluate student performance by grading classroom work and by observing demonstrated skills; advise when planning and carrying out activities of student organization; teach at least 5 courses per semester; work on campus for thirty (30) hours per week; maintain five (5) designated office hours per week; serve on college committee; and perform other duties as assigned. Travel between campuses may be required.

REQUIREMENTS

- Master's degree with 18 graduate hours in English and/or Rhetoric and/or Literature
- Previous teaching experience
- Travel between campuses

ANNUAL SALARY

\$35,955 to \$61,371 dependent upon education and experience. Annual salary is combined with an excellent benefits package consisting of health, dental, life, long and short-term disability insurances, a retirement plan with matching contributions, paid vacation and sick leave, and educational assistance for employees and their dependents.

DEADLINE TO APPLY:

Open until filled; interviews with qualified applicants will be scheduled as received

FOR OUTSIDE APPLICANTS TO APPLY:

Go to www.cccua.edu, select the "About" link, select "Employment Opportunities", then select "View Available Jobs – External Applicants" link to see all current position postings. Find Job Requisition **R0069759** then click the blue "Apply" link at the top of position posting and follow the process.

FOR INTERNAL APPLICANTS TO APPLY FOLLOW THESE STEPS:

1. Log in to Workday
2. Search "Find Jobs" in the search box to view all open positions
3. Once you have submitted an application, click "My Applications" to view the status

All applications must include a cover letter, current resume, and unofficial transcripts. Applications received without the required documents will be incomplete and will not be considered for the position.

Call (870) 584-1104 or 870-584-1164 if you have questions, or email hr@cccua.edu.

UA Cossatot is an EEO/AA/ADA employer.