

VACANCY ANNOUNCEMENT



Adjunct Faculty

Position Description:

Helena College University of Montana, a comprehensive two-year College focused on student success, seeks qualified applicants for the positions of Adjunct Faculty. We are currently seeking adjuncts to teach the below courses:

Math - Technical, Developmental, College Algebra – Courses that teach, study of polynomial, rational, radical, exponential, and logarithmic functions; circular equations; and systems of linear and non-linear equations and inequalities. Technical math focuses on fractions, decimals, ratios, proportions, formulas, and word problems. Topics studied are metric and standard American measurement systems, linear equations, developing applied skills in practical geometry, solid figures, and basic trigonometry. **A Masters in Math, or a Masters in a related discipline with at least 9 graduate credits in Math, is required.**

Accounting- Courses such as: Accounting Procedures, Payroll Accounting, Principles of Financial Accounting, QuickBooks, Managerial Accounting, Computerized Accounting, Income Tax Fundamentals. **Qualified applicants will have a Bachelors in Accounting. Bachelors or Masters in Business or related field with at least 9 credits in accounting could be considered. Masters in Accounting preferred, CPA license is preferred.**

BIOH104 Basic Human Biology this one-semester course covers the basic anatomy and physiology of the human body. Lecture will concentrate on the physiology (function) of several body systems including the nervous, cardiovascular, respiratory, and urinary systems and how they contribute to homeostasis of the body. Lab will mainly concentrate on the anatomy (form) of bones, muscles, brain and spinal cord, and the heart. **A Masters in Biology or related discipline is required.**

SPNS101 Elementary Spanish this introductory course prepares students for basic communication in Spanish and presents fundamentals of the language holistically through listening, speaking, reading, and writing. The course also explores cultural information. **Qualified applicants will have a Masters in Spanish, or a Masters in a related discipline with at least 9 graduate credits in Spanish**

MUSI203 American Popular Music this course is intended to help students think creatively and critically about popular music. We will study significant styles of diverse American music beginning with the roots and continuing through the present day. We will explore several recurring themes throughout the course: (1) The interaction of European American, African American, and Latin American traditions, (2) The influence of mass media and technology (printing, recording, radio, video and internet), (3) The roll of popular music as a symbol of identity (race, class, gender and generation). **Qualified applicants will have a Masters in Music, or a Masters in a related discipline with at least 9 graduate credits in Music.**

CHMY121 Introduction to General Chemistry Credits, CHMY122 Introduction to General Chemistry Lab This course is designed to provide students with a working knowledge of the basic principles of chemistry and the physical world at a microscopic scale. Topics

include the atomic model of matter, energy, chemical bonds and reactions, the states of matter, acids and bases, and an introduction to organic chemistry. The course integrates lecture, homework assignments and laboratory exercises to provide students practical examples of applications of course material to “real world” situations. This lab component is designed to reinforce the material covered in CHMY121 by providing students with a practical hands-on opportunity to execute and to observe supplemental exercises in a lab setting. **Qualified applicants will have Masters in Chemistry, or a Masters in a related discipline with at least 9 graduate credits in Chemistry.**

Duties & Responsibilities:

Provide instruction and monitor teaching/learning effectiveness in courses assigned by the Division Chair and/or Associate Dean for Academic Affairs and in which the instructor has appropriate qualifications. Use up-to-date discipline and pedagogical skills to ensure active participation and learning by students.

Qualifications:

Master’s or terminal degree and teaching experience.

Salary:

These positions are paid \$650/per credit.

Application Procedures:

Please email your resume, cover letter and transcripts to UMH-HR@helenacollege.edu

Submission Deadline:

Ongoing Recruitment

Background Investigation is Required Prior to Offer of Employment

In accordance with The University of Montana regulations, finalists for this position will be subject to criminal background investigation.

Reasonable Accommodations

Under state and federal law qualified applicants with disabilities are entitled to reasonable accommodations. Modifications or adjustments may be provided to assist applicants to compete in the recruitment and selection process. An applicant must request an accommodation when needed. If you need any such accommodation, contact the Helena College Director of Human Resources at 406-447-6925. TDD users may use the relay service by dialing 711

ADA/EOE/AA/Veteran's Preference

Qualified candidates must be able to meet minimum requirements and perform the primary functions of the position with or without reasonable accommodation. As an Equal opportunity/Affirmative Action employer, we encourage applications from minorities, Vietnam era veterans, and women. This material is available in an alternative format upon request. Qualified candidates may request veterans’ preference in accordance with state law.

Testing

Individual hiring departments at Helena College may elect to administer pre-employment tests, which are relevant to essential job functions.