



## ENGLISH INSTRUCTOR POSITION ANNOUNCEMENT

Butler County Community College (BC3) is currently accepting applications for a nine-month full-time tenure track English Instructor in the Humanities and Social Sciences Division. The instructor will begin in the Fall 2017 semester and will teach primarily at BC3 @ Lawrence Crossing and BC3 @ LindenPointe. Courses may also be assigned at other locations for day or evening assignments to meet required credit load.

BC3 is nestled in the rolling hills of Western Pennsylvania and only 45 minutes from the cultural life of Pittsburgh. BC3 is a vibrant comprehensive community college serving eight (8) counties with six (6) locations and nearly 4,000 credit students. Built on the former Oak Hills Golf Course and a farm, BC3 has a beautiful main campus on 329 wooded acres with a central Oak Grove. Our BC3 @ Lawrence Crossing site is located in New Castle, PA and BC3 @ LindenPointe site is located in Hermitage, PA.

BC3 employs approximately 1,250 full- and part-time employees. BC3 has 55 career and transfer programs, with unique programs such as Metrology, Massage Therapy, Robotics, Electronics, Nanofabrication Technology, Park and Recreation Management, and Criminology. BC3 offers over 100 courses in online and distance education. In addition to degree programs, BC3 has a public safety training facility at its main campus that serves 15,000 students annually for business training, industrial safety training, and public safety – fire, EMS, Hazmat, and police training. The impact of BC3 as an economic engine bolsters the regional economy and continues to contribute substantially to the regional workforce. With a focus on student success, faculty, and staff describe BC3 as a special place with a caring and collegial atmosphere that is unusual in today's higher education landscape. BC3 was named the #1 community college in Pennsylvania by Schools.com. To learn more about BC3, please visit [www.bc3.edu](http://www.bc3.edu).

Reporting to the Dean of Humanities and Social Sciences, the English Instructor is responsible for teaching introductory and advanced courses in any of the following: Developmental English, Preparatory English, College Writing, Research Writing, and English/Literature related courses. Opportunities to teach Speech may also be available. Additional responsibilities include, but are not limited to: advising and recruiting students; advancing the English curriculum through program and course development; participating on Division and College committees; serving the campus community; assisting with accreditation activities; and promoting student retention.

### **Qualifications:**

#### Required:

- A Master's Degree from an accredited institution in English, Humanities, Professional Writing, or related field;
- Evidence of excellence in teaching;
- Three years teaching experience at the undergraduate level;
- Evidence of excellence in oral and written communication skills; and
- Evidence of computer literacy and proficiency.

#### Preferred:

- A Doctorate Degree from an accredited institution or enrollment in an accredited graduate program beyond the Master's degree;
- Experience teaching with advanced technology;
- Experience with web-based course creation and delivery;
- Community college teaching experience; and
- Experience with curriculum development and assessment.

Candidates invited to campus for an interview will be required to craft and deliver a field-related lesson to the search committee. The lesson topic will be provided after the candidate's interview is confirmed.

Applications must be received by May 25, 2017. Interested candidates should complete the [employment application](#), and submit along with a letter of application, current resume, [copy](#) of college/university transcript(s), and names, addresses, and telephone numbers of three professional references. Incomplete application packets and/or any materials regarding this position that is received after the application deadline or closing of the search will not be considered. Any materials submitted will be the property of the College. A separate application must be completed for each position for which you are applying. Electronic and faxed documents are not acceptable. Applicants [currently](#) employed by Butler County Community College must authorize in [writing](#) that all college/university transcript(s) on file in his/her personnel file located in the Human Resources Office may be copied and attached to his/her application packet by the application deadline. Requests to copy transcripts received after the deadline will be denied. If you have any questions, please contact the Human Resources Office for more information.

Send to: Ms. Linda M. Dodd  
Executive Director of Human Resources/  
Equal Opportunity Compliance Officer  
Butler County Community College  
107 College Drive  
Butler, PA 16002

Butler County Community College is an equal opportunity, affirmative action employer.