



Job description

Philander Smith College

Adjunct Instructors of English Part Time

Adjunct Faculty - PACER Program/ Second Chance Pell

East Arkansas Regional Unit - 26 Lee Road 603 #601, Brickeys, AR 72320

The PACER program at Philander Smith College invites applications for Adjunct Instructor positions of English. The adjunct instructor position reports directly to the coordinators of the PSC PACER Program which is part of the Department of Criminal Justice within the Division of Social Sciences.

The goal of the Promoting Advancement and the Connection to Education for a Restorative Reentry Program (PACER) is to reduce recidivism and support individuals in becoming productive members of our community. The Department of Education has approved a limited number Higher Education Institutions throughout the United States to participate in the Second Chance Pell Experimental Site Initiative (ESI) to test new models to allow incarcerated Americans to receive Pell grants and pursue post-secondary education. Philander Smith College, through the Second Chance Pell Pilot Program, will partner with the Arkansas Department of Corrections to offer an in-person and/or online curriculum that supports the completion of either a Bachelor of Arts Degree in Liberal Studies, Bachelor of Arts Degree in Philosophy and Religion, or a Bachelor of Science Degree in Criminal Justice.

The successful applicant will primarily be responsible for teaching courses in English including College English, Composition I, Composition II, and Advanced Composition for the PACER program.

REQUIRED QUALIFICATIONS:

A minimum of a Master's degree in English or a relevant field. A terminal degree in a relevant field is preferred.

Ability to pass a background check to gain admittance to a correctional facility.



PREFERRED QUALIFICATIONS:

Experience working with incarcerated or at-risk student populations.

OTHER QUALIFICATIONS:

- PACER faculty members serve multiple roles as teachers, mentors, colleagues, and scholars. Adjunct faculty are expected to excel in classroom instruction and to fulfill various responsibilities related to their assigned teaching duties.
- The successful candidate will be innovative, energetic, and collaborative, and demonstrate the ability to communicate effectively and with sensitivity with many different audiences and constituencies.
- Ability to establish a student-centered learning environment that promotes the highest standards of the profession and is responsive to student issues, work independently, and as an effective team member.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:

Adheres to course objectives and program outcomes in developing appropriate class content and objectives.

- Responsible for adhering to policies related to examinations and preparing test items. Maintains appropriate records regarding student evaluation and progress.
- Serves as a professional role model and mentor for the students.
- Demonstrates professionalism that includes consistent on-time attendance, maintaining confidentiality and security of academic records and examination results.
- Other duties as assigned.



HOW TO APPLY:

Review of applications will begin immediately, and the position will remain open until filled. Interested applicants should submit a letter of application, current vitae, and three letters of professional references to: **chardin@philander.edu**

Philander Smith College is an equal opportunity employer and does not discriminate against applicants or employees based on age, race, sex, national origin, ethnicity, veteran status or religion. Philander Smith College is a smoke-free and drug-free work environment. Philander Smith College participates in E-Verify.