



Vincennes University Jasper Adjunct Faculty College of Business, IT and Public Service (Immediate)

Adjunct – IT – MS Excel/Access Adjunct Faculty

Non-tenure track

Vincennes University Jasper is seeking applicants for IT MS Exce/Access Adjunct Faculty. This part-time teaching position is available this Spring 2022.

This position is responsible for:

- Work under the direction of the Business/IT Department Chair
- Prepare and teach undergraduate courses– day and night courses offered
- Develop syllabi for course and ensure course content meets accreditation requirements
- Provide timely and meaningful feedback to students on progress in course
- Take attendance at the beginning of each class
- Utilize Blackboard as LMS for Student Assignments, Announcement, Grades, and Feedback.
- Update student grades in Blackboard gradebook on a regular basis.

Minimum qualifications:

Information Technology - The successful candidates have: Master's in Information Technology/Computer Science Discipline or related area; or MBA with Information Technology focus; or Master's with 18 Grad Hrs in Information Technology/Computer Science Discipline or related area; Information Technology and/or discipline related courses within: Computer Programming, Computer Science, Business Management; or, Bachelor's in Information Technology/Computer Science or related area, plus a relevant Industry recognized certification or minimum of two years' documented related industry experience OR an out of discipline Master's Degree with 5 plus years relevant Industry and a recognized certification

Benefits:

Not benefit eligible

How to Apply:

Interested applicants should submit a Vincennes University application, resume/cv, unofficial transcripts showing the highest degree earned, and full contact information for three professional references via email to jobs@vinu.edu. Hard copy application materials may be mailed to Human Resources, 1002 North First Street, Vincennes, IN 47591. Official transcripts will be required prior to employment. **Applicants should indicate specifically which courses they are interested in teaching.**

Interviews will be held concurrently with the advertising period. While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.

Vincennes University is an Equal Opportunity and Affirmative Action Employer