



JOB DESCRIPTION

JOB TITLE: Adjunct Instructor

REPORTS TO: Division Chair

Connors State College is seeking adjunct instructors to teach in various areas of study.

DUTIES AND RESPONSIBILITIES:

- Teach course in accordance with the class schedule and course syllabi
- Keep accurate records of student grades and submit forms within requested timelines
- Give evaluative feedback to students in a timely manner

The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Competence in written and oral communication skills required for teaching
- Computer competency including the use of Microsoft Office

EDUCATION/ EXPERIENCE REQUIRED:

- **Master's degree with at least 18 graduate hours in the specific field**
- Teaching experience preferred

SPECIAL REQUIREMENT:

- Must be able to teach at location which best suits the needs of the College

WAGE: \$450.00 per credit hour

Application:

Submit a CSC employment application, transcript(s) and resume to:

Connors State College

Human Resources

700 College Rd Warner, OK 74469

E-mail: cschr@connorsstate.edu

Phone: 918-463-6334

Website: <https://connorsstate.edu/hr/jobs/>

Connors State College is an Affirmative Action/Equal Opportunity/E-Verify Employer.