

J. Sargeant Reynolds  
Community College



**COLLEGE SUCCESS SKILLS INSTRUCTOR**  
**(PART-TIME)**

The College is seeking adjunct instructors to teach day, evening, and distance education College Success Skills courses, beginning August 23, 2010.

**QUALIFICATIONS  
REQUIRED:**

BA or BS degree from an accredited institution. The selected candidate must successfully pass the college's pre-employment security screening.

**QUALIFICATIONS  
PREFERRED:**

Master's degree in Student Affairs, Counseling, Higher Education, Adult Education, Psychology, or related field. Related college level teaching or occupational experience. Considerable experience with career and educational assessment instruments. Demonstrated ability to employ multiple teaching strategies to create learner-centered classroom. Demonstrated ability to work with students, staff, and faculty of diverse backgrounds. Demonstrated ability to communicate effectively, both orally and in writing. Prior teaching experience in Distance Education courses is preferred.

**APPLICATION  
DEADLINE:**

Application packages must be received by **April 30, 2010**.

Salary commensurate with the education and experience of the applicant.

For further information please contact Sarah K. Shutt in the Division of Student Affairs at 804-523-5537 or [sshutt@reynolds.edu](mailto:sshutt@reynolds.edu).

Please send curriculum vitae, completed Commonwealth of Virginia employment application, official academic transcripts, and three current letters of recommendation to:

Sarah K. Shutt  
J. Sargeant Reynolds Community College  
Division of Student Affairs  
P.O. Box 85622  
Richmond, VA 23285-5622

Women and minorities are encouraged to apply.  
"Reasonable accommodations" are provided for applicants with disabilities.  
AA/EOE/ADA