



VACANCY ANNOUNCEMENT

Position Title: Full-Time Faculty – English and Communications

Position #: 300690

Position Status: Full-Time

Reports To: Arts and Humanities Department Chair

DUTIES AND RESPONSIBILITIES:

Under the supervision of the Chair of the Arts and Humanities Department Chair and the Associate Vice President of Academic and Student Affairs, the successful Faculty applicant will:

1. Teach assigned courses including, but not limited to, English Composition, Communications, Literature, and Humanities.
2. Assist in planning and curriculum development.
3. Assist with advising and outreach to communities served by Otero College.
4. Participate in faculty meetings, committees, and campus activities.
5. Demonstrate competent leadership abilities and maintain positive interpersonal relationships with faculty, staff, and students.
6. Be creative and committed to teaching excellence and have the willingness to improve student learning by assessing student program and campus learning outcomes.
7. Other duties as assigned.

See Human Resources for a complete job description.

MINIMUM QUALIFICATIONS:

- Master's Degree with a minimum of 18 credit hours of graduate level in English

PREFERRED QUALIFICATIONS:

- Master's Degree in English/Communications or related discipline
- Two years successful teaching experience at the post-secondary level
- Demonstrate instructional quality; e.g., coursework or training in teaching methods and assessment of student learning
- Be creative and committed to teaching excellence by demonstrating an ability to improve all students' learning by assessing students, programs and campus outcomes and adjusting based on the data.
- Experience with educational technology such as using a learning management system, telepresence, hybrid classes and a willingness to continue to learn and incorporate educational technology.
- Excellent written and oral communication skills.
- Ability to work cooperatively and effectively with diverse populations including experience working with adult and non-traditional learners.

- Willingness to teach a varied schedule including evenings, weekends and summer.
- Have effective interpersonal skills, including the ability to collaborate successfully with faculty, students and administration.
- Educational philosophy in alignment with that of a small rural, comprehensive Community College and enthusiasm for this type of environment and the aspirations of its people.

SALARY:

\$45,168 - \$48,212 with an excellent and competitive benefit package including PERA retirement, health, vision, dental and life insurance. Sick and personal leave.

166-Day Contract – 9-month renewable academic year position

APPLICATION INSTRUCTIONS

For consideration, an applicant file must contain:

1. Cover letter that addresses the minimum and preferred qualifications
2. Resume
3. Copies of transcripts (B.A., M.A., and P.h.D) (Official transcripts requested upon hire) - As part of our commitment to a fair hiring process, we invite you to redact any information from your transcripts that may be confidential/protected under law, including your age, date of birth, or dates of attendance/graduation.
4. Names, addresses, and phone numbers of 3 professional references

APPLICATION DEADLINE

Open Until Filled – 1st review of applications begins on November 19, 2024

POSITION START DATE:

January 16, 2025

Submit Application Packet To:

Otero College
Attn: Kelsey Barbee
Director of Human Resources
1802 Colorado Ave
La Junta, CO 81050

FAX: (719) 384-6947

Or Email To: kelsey.barbee@otero.edu

Inquiries May Be Directed To:

Kelsey Barbee
(719) 384-6824

Applicants must submit to and pass a background check before an offer of employment can be extended.

*****Please Note: Otero College is not able to provide sponsorship for applicants who do not currently have the legal right to work in the United States or require transfer of a Visa.*****

*****Must be a resident of the State of Colorado or able to relocate to Colorado prior to the first date of employment. *****

Notice of Non-Discrimination

Otero College prohibits all forms of discrimination and harassment including those that violate federal and state law or the State Board for Community Colleges and Occupational Education Board Policies 3-120 and 4-120. The College does not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, genetic information, gender identity, or sexual orientation in its employment practices or educational programs and activities. Otero College will take appropriate steps to ensure that the lack of English language skills will not be a barrier to admission and participation in vocational education programs.

The College has designated Mike Rager, Director of Civil Rights and Investigations as its TITLE IX COORDINATOR and Kelsey Barbee, Director of Human Resources as its AFFIRMATIVE ACTION (AA), OFFICER, EQUAL OPPORTUNITY (EO) with the responsibility to coordinate its civil rights compliance activities and grievance procedures. If you have any questions, please contact Kelsey Barbee, Director of Human Resources at 719-384-6824, kelsey.barbee@otero.edu, or 1802 Colorado Ave. McDivitt Hall RM# 140, La Junta, CO 81050.

You may also contact the Office for Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Boulevard, Suite 310, Denver, CO 80204, telephone (303) 844-3417.

The Federal Cleary Act (The Student Right to Know and Campus Security Act of 1990) requires all institutions of higher learning to make available to prospective employees the agency's Annual Security Report/Campus Crime Statistics. A paper copy of this report can be obtained at the Student Services Center upon request or at: <http://www.ojc.edu/content/marketing/catalog.pdf>. This report includes statistics for the previous three years concerning crimes that occurred on campus or on property controlled or owned by Otero College, as well as public property within, or immediately adjacent to and accessible from, our campus.

Former employees of the Colorado Community College System or one of its 13 colleges, who were disciplinarily terminated or resigned in lieu of termination, must disclose this information in your application packet

Qualified protected class individuals are encouraged to apply

Otero College must comply with the Immigration Reform and Control Act of 1986. If hired you will be required to provide documents to show your identity and authorization to work. In addition, Colorado fiscal rules require direct deposit for all new employees.

ABOUT OTERO COLLEGE:

Founded in 1941, Otero College is an accredited Hispanic Serving Institution and is a state two-year community college with approximately 1500 students (1250 FTE) made up of traditional, non-traditional and international students. The college is governed by the State Board for Community Colleges and Occupational Education. Otero is located on an attractive 40-acre campus on the southern edge of La Junta, Colorado. The college is a full-service campus with dormitory housing, food service, men's and women's varsity intercollegiate athletics, and state-of-the-art educational technology. The city of La Junta has a population of approximately 8,000 and is located on Highway 50, sixty miles east of Pueblo. The college serves the residents of Otero, Bent, and Crowley counties. This rural geographic area in southeast Colorado is primarily agriculture based and has a population of approximately 33,000 people. Students at Otero can earn degrees in Associate of Arts, Associate of Science, Associate of Applied Science, Associate

of General Studies or an Associate Degree in Nursing. Students who wish to pursue vocational occupations will find over a dozen one- and two-year certificate programs available. Career and Technical Education certificate programs at Otero include:

- Advanced Ag/Business Management
- ABM Financial Analysis
- Ag/Business Marketing and Risk Management
- ABM Records and Business Planning
- Rural Business Entrepreneurship
- Cosmetology
- Hair Stylist
- Nail Technician
- Esthetician
- Crop Production
- Intro to Horticulture
- Horticulture
- Emergency Medical Technician
- EMT Intermediate
- Community Health Worker
- Law Enforcement Training Academy
- Livestock Production
- Agriculture Production Management
- Artificial Insemination
- Nurse Aide
- Practical Nursing
- Phlebotomy
- Oxyacetylene
- Welding Fundamentals I
- Welding Fundamentals II
- Welding Production
- Advanced Welding Pipe
- Advanced Welding Railroad

To learn more about Otero College, visit the college's website at www.otero.edu.

OTERO MISSION STATEMENT:

To provide quality higher education that is accessible, transforms lives, expands employment opportunities, enriches our communities, promotes individual and global cultural diversity, and fosters economic development.