

Human Resources

EXTERNAL POSITION OPEN*Grand Rapids Community College is committed to a diverse and inclusive work and learning environment.*

Date: November 1, 2017
Title: Assistant Professor of Biology - Microbiology
Tenure Track Position
Start Date: Fall 2018
Job ID: 844
Academic Year: 32 Weeks
Salary Range: \$55,691 (Master's Degree) \$60,991 (PhD)
Reports to: Associate Dean, School of Arts & Sciences
Close date: **January 5, 2018**

SUMMARY

GRCC is seeking faculty who possess an interest in working with diverse student populations from a wide range of age, ethnicity, national origin and ability; engage in and develop innovative teaching strategies; effectively assess student learning outcomes; demonstrate a commitment to lifelong learning and professional development; and provide service to our students, the college, and our community at large.

Faculty members are responsible to GRCC and to each other for the successful completion of departmental work, as well as work associated with the School of Arts and Sciences and GRCC as a whole. In addition to the major position responsibilities, it is expected that faculty demonstrate outstanding communications skills, collaborate effectively, use personal initiative to overcome obstacles and work efficiently to meet deadlines. In an environment where innovation is valued, each faculty member will take responsibility to perform their work in a manner consistent with both the letter and the spirit of GRCC values.

JOB RESPONSIBILITIES

- Teach Microbiology lab and lecture and participate in curriculum development and revision.
- Teach Cell Biology courses as needed.
- Teach courses at off-site locations as needed.
- Develop and implement teaching methods that employ interactive learning and integrate current instructional technology.
- Participate fully as a member of the Biological Sciences Department in such activities as department meetings, curriculum development, assessment, evaluation, course revision work, committee membership, textbook selection, community outreach and other duties as determined by the College.
- Assist the Department Head in the evaluation and revision of existing courses and the development of new courses.
- Advise students and perform other tasks normally expected of faculty members.
- Engage in professional development activities and maintain expertise in the field of biology.

MINIMUM QUALIFICATIONS

- A Master's degree in the Biological Sciences or Master's degree in Science Education with at least 18 hours of graduate work in the Biological Sciences or Master's degree in a closely related field with at least 18 hours of graduate work in the Biological Sciences.
- College teaching experience in the area of Microbiology lecture and lab.
- A minimum of two years full-time college teaching experience, or the equivalent part time or adjunct teaching time will be considered having met the minimum.
- Experience with microbial culture and laboratory techniques.

PREFERRED QUALIFICATIONS

- PhD in the Biological Sciences, Science Education, or a closely related field.
- Community college teaching experience.
- Experience designing and implementing laboratory experiences that encourage student participation in the process of science.
- Experience working with non-traditional students from diverse backgrounds and with varying academic skills.
- Experience working with a variety of learning methodologies.

Physical Demands

- Excellent written and oral communication skills.
- Must be able to sit or stand for long periods of time.

Mental Demands

- An understanding of and appreciation for the community college philosophy and student population.
- An interest in working with diverse student populations, who represent a wide range of age, ethnicity, national origin, and ability.
- A commitment to serve the Kent County community.
- Demonstrated initiative and organizational and problem-solving abilities.
- Ability to perform routine and unexpected duties with minimum supervision.
- High energy level with enthusiasm and interest in helping and supporting students, staff, and the general public.
- Ability to work under pressure while possessing mature judgment and flexibility in regards to interruptions and schedule changes.
- Must use good judgment in handling sensitive or difficult situations in a pleasant and professional manner.

Working Conditions

- Classroom environment in an academic setting.
- Travel to offsite locations may be required.

Why work at GRCC? This position offers:

- A diverse working and learning environment with ongoing related professional development
- Retirement plans including Michigan Public Schools Retiree System (defined benefit) or TIAA (defined contribution)

- Generous personal time off package, including holidays, sick time for you and your family, vacation, bereavement and personal days
- Domestic Partner Benefit Program
- Excellent and affordable health coverage
- Generous dental and optical reimbursement plan
- Life insurance and long term disability benefits
- Free tuition at GRCC for employee and dependents
- External institution tuition reimbursement for employee
- Extensive professional development and wellness opportunities
- Ford Fieldhouse Health Club and Pool membership
- Downtown campus parking at a deep discount
- Grand Rapids is a Cool City!
- <http://www.hellowestmichigan.com/Why-West-Michigan/Grand-Rapids>
- <http://www.grcc.edu/humanresources/employeegroups/facultyemployeeegroup>

Method of Application

Grand Rapids Community College is only accepting online applications for this position. The opportunity to apply for this position will close on **January 5, 2018 at 11:59 PM**. To apply, please visit our website at <http://www.grcc.edu/jobs> Include your CV or resume and a cover letter specifically addressing the job description in one document; unofficial transcripts; and three letters of recommendation, which you may upload yourself or have your supporters e-mail to the Screening Committee at hr@grcc.edu Find detailed instructions at <http://www.grcc.edu/humanresources/jobs/applyingforemploymentatgrcc>

Individuals with diverse backgrounds are encouraged to apply. Grand Rapids Community College is an Equal Opportunity Employer.

Grand Rapids Community College creates an inclusive learning and working environment that recognizes the value and dignity of each person. It is the policy and practice of GRCC to provide equal educational and employment opportunities regardless of age, race, color, religion, marital status, sex/gender, pregnancy, sexual orientation, gender identity, gender expression, height, weight, national origin, disability, political affiliation, familial status, veteran status or genetics in all programs, activities, services, employment and advancement including admissions to, access to, treatment in, or compensation in employment as required by state and federal law. GRCC is committed to reviewing all aspects of GRCC programs, activities, services and employment, including recruitment, selection, retention and promotion to identify and eliminate barriers in order to prevent discrimination on the basis of the listed protected characteristics. The college will not tolerate any form of retaliation against any person for bringing charges of discrimination or participating in an investigation.

