

HILBERTCOLLEGE

OPEN POSITION ANNOUNCEMENT

April 17, 2020, revised

JOB TITLE: Online Adjunct Instructors

REPORTS TO: Division Chairpersons

Job Summary: Hilbert College is seeking applicants for Online Adjunct Instructors in all academic divisions:

Arts and Sciences:

Fine Art, Biology, Chemistry, Digital Media, Communication, English, Foreign Languages,
Mathematics and Music

Criminal Justice/Forensic Science:

Criminal Justice, Forensic Science/Crime Scene Investigation

Professional Studies:

Accounting, Business Management, Sports Industry Management, and Cybersecurity

Social Sciences:

Human Services, Psychology, Liberal Studies, Political Science

Graduate Studies:

Statistics, Human Resources, Criminal Justice Administration, Public Administration

The successful candidate(s) will be able to teach introductory and/or advanced courses online in any of the above academic disciplines.

Requirements/Qualifications: Master's degree and previous online instruction is required. Prior teaching and experience with Blackboard is preferred.

Appointment/Start Date: As early as June 1, 2020

About Hilbert: Hilbert College, located in suburban Hamburg, N.Y., south of Buffalo, is a private four-year liberal arts college founded in 1957 in the Catholic Franciscan tradition. Hilbert is a dynamic Western New York college offering career-focused majors and more than 50 minors and concentrations. Hilbert's personal approach to learning combines courses in the liberal arts with an outstanding professionally focused education that is taught by professors who are committed to teaching and who bring a depth of real-world experience to the classroom.

Interested candidates should indicate in the *subject line of the email*, **the division or major that you would like to be considered for**. Candidates should submit a letter of interest, curriculum vitae, and contact information for three professional references to: Maura A. Flynn, Director of Human Resources, jobs@hilbert.edu

Hilbert College is an Equal Opportunity Employer and is committed to fostering a diverse community of faculty, staff and students. The College does not discriminate against individuals on the basis of any protected characteristic covered under federal or state law. For more details, see the College's policy at <https://www.hilbert.edu/about/notice-of-non-discrimination>

5200 South Park Avenue ♦ Hamburg, New York 14075 ♦ Phone (716) 649-7900