



# Department of ADMINISTRATIVE SERVICES Job Postings



Housatonic Community College

## Assistant Professor of Surgical Technology/Program Coordinator

Full-time, 10-month, Tenure-track

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

- Open To:** The Public
- Location:** Housatonic Community College, Bridgeport, CT
- Starting Salary:** \$56,298.00 approximate annual salary, with full benefits package.
- Closing Date:** August 8, 2017
- Substitution Allowed:** Applicants who do not meet the minimum qualifications as stated are encouraged to put in writing precisely how their background and experience have prepared them for the responsibilities of this position and provide appropriate references. Exceptions to the degree requirements may be made for compelling reasons.
- Anticipated Start Date:** August 2017
- Minimum Qualifications:** Master's Degree in closely related field plus five years of experience, either in the operating room scrub role or as an instructor in surgical technology, or a combination of both, within the past ten years. Applicants must also have 2 years of supervisory experience and possess a credential in the field of surgical technology through a national certification program that is accredited by the National Commission on Certifying Agencies (NCCA).  
  
The successful candidate should demonstrate experience with program planning and development; proficiency in instructional methodology and curriculum design; the ability to build relationships and collaborate with others; and engage students from diverse backgrounds.
- Preferred Qualifications:** An Associate degree in Surgical Technology. Two years of college-level teaching experience.
- General Responsibilities:** Under the direction of the Math & Science Department Chair, the Assistant Professor/Program Coordinator is responsible for all aspects of the Surgical Technology Associate Degree Program, including the organization, administration, continuous review, planning, development, and general effectiveness of the program. They will be required to participate in an ARC/STSA sponsored Accreditation Fundamentals for Educators workshop within one year of appointment and at least once every five years thereafter. Ongoing formal training designed to maintain and upgrade professional, instructional, and administrative capabilities is also required.  
  
The Assistant Professor/Program Coordinator is expected to teach eighteen (18) credit hours (subject to collective bargaining) per academic year, and will be responsible for teaching core surgical technology courses that include the components of Surgical Technology fundamentals and practice. Additional responsibilities include evaluating and assessing student learning, providing student support and academic advising, assisting with program reviews, developing curriculum and periodically evaluating teaching materials. Teaching schedule may include both day and evening classes. Courses may be lecture, hybrid and/or online.  
  
The Assistant Professor/Program Coordinator will be required to serve on assigned committees and/or task forces and attend and participate at convocation and commencement ceremonies, department and special meetings, and state-mandated trainings, which may also include evening and weekend hours.
- Application Instructions:** To apply, submit a cover letter and resume to <https://careers.housatonic.edu>.

**INCOMPLETE APPLICATION MATERIALS WILL NOT BE CONSIDERED.**

**All employment, if offered, is contingent upon proof of citizenship or employability under the requirement of the Immigration and Control Act (IRCA) and the successful passing of a background check.**

Housatonic Community College does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, veteran status, sexual orientation, genetic information or criminal record. The following individual has been designated to handle inquiries regarding the non-discrimination policies: Theresa Eisenbach, Equal Employment Opportunity Officer, 900 Lafayette Boulevard, Bridgeport, CT 06604, (203) 332-5013.

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An Affirmative Action/Equal Opportunity Employer, M/F. Protected group members are encouraged to apply

Posted: July 10, 2017