



North Hennepin  
Community College

## **Business Administration Faculty** **Temporary Part-Time/Adjunct**

North Hennepin Community College, one of the largest and most diverse two-year colleges in Minnesota, is accepting applications for **Business Administration Faculty, Temporary Part-Time/Adjunct**.

The Business Administration Faculty at NHCC are at the forefront of excellence in business education. At NHCC, our Business programs mean business! Our students learn to earn from faculty with industry experience. We help them develop market-ready skills in finance, marketing, entrepreneurship, management, and more. Plus, our Business programs are recognized by the Accreditation Council for Business Schools & Programs. See more at: <http://www.nhcc.edu/academic-programs/degrees-and-certificates/business#sthash.LOYXmIqV.dpuf>.

Please come join us as a Business Administration Faculty member and be part of this dynamic team.

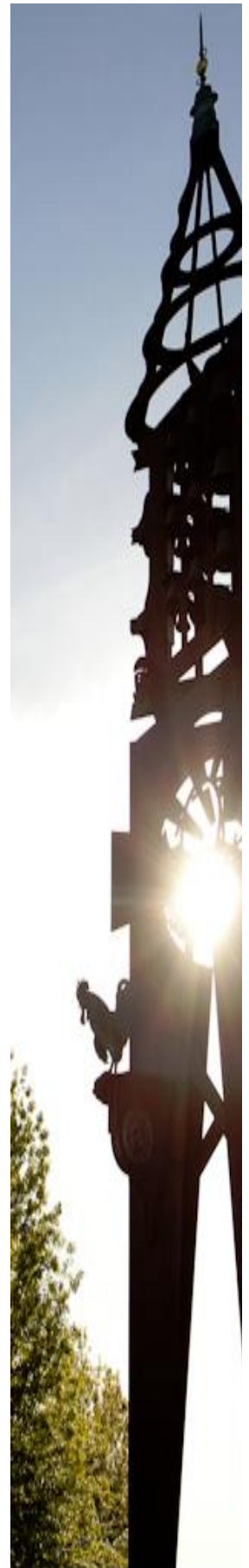
### **Responsibilities:**

- Primary teaching responsibilities include teaching courses in management, marketing and sales, finance and entrepreneurship.
- Revision and development of instructional materials as well as assessment of student outcomes is assumed.
- Participation in discipline, division, and college matters through service on committees and attendance at regular meetings as well as continued professional development.
- Flexible to teach day, evening or weekend sections.
- Dedication to excellence in teaching and have the desire to become part of a creative, vibrant, student-centered learning community.
- Will practice contemporary teaching strategies, including learner outcome assessments and online instruction.
- Availability to teach classes on campus as well as at off-campus sites and meet during daytime hours, in the evenings, on weekends, and online.
- Continue the professionalism of an active scholar, participate in departmental and campus-wide matters to enhance their disciplines, promote interdisciplinary discourse and collaboration, and advance the college mission.

### **Minimum Qualifications:**

#### Education Requirement

- Master's degree in business administration or business management; or Master's degree with a minimum of 24 graduate quarter/16 semester credits in business administration and/or business management.



**Preferred Qualifications:**

- Earned doctorate degree in business or a related field.
- 3 – 5 years industry experience.
- Demonstrated ability to educate adult learners, students of color, students with disabilities, and international students.
- Working knowledge of alternative instructional techniques and delivery methods such as online education, podcasting, digital technology, etc.
- Flexibility to teach daytime, evening, or weekend sections.
- Proficient in Microsoft Office applications (Word, Excel, PowerPoint).

**The College:**

North Hennepin Community College, a member of the Minnesota State Colleges and Universities System, serves approximately 10,000 students and located in the urban community of Brooklyn Park, MN which is a northern suburb of Minneapolis. NHCC is one of the most diverse colleges in Minnesota with over 40% of our students coming from communities of color. The college offers many two-year degrees and certificate programs which lead to baccalaureate programs.

Our campus community demonstrates a strong commitment to our mission, *engaging students, changing lives*. We are focused on creating opportunities for our students to reach their academic goals, succeed in their chosen professions, and to make a difference in the world. To accomplish this mission, North Hennepin strives to hire faculty who are committed to diversity, inclusiveness, trust and integrity – with an understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of our students. Furthermore, North Hennepin Community College is an Equal Opportunity employer/educator committed to the principles of diversity. We actively seek and encourage applications from women, minorities, and persons with disabilities.

**Salary:**

Under the collective bargaining agreement with the Minnesota State College Faculty (MSCF), new faculty to the system receive a salary placement based on education and related experience.

For the most current information on Minnesota State College Faculty (MSCF) please visit: <http://www.minnesotastatecollegefaculty.org/about-mscf.html>

**Application:**

To apply, visit: <http://agency.governmentjobs.com/nhcc/default.cfm>  
Applications must be received by: Midnight on October 31, 2014.

**Qualified applicants are required to attach the following documents to their online applications:**

- Cover letter of interest addressing your qualifications for this position.
- Current curriculum vita or resume.
- Transcripts-Valid unofficial copies of your transcript showing conferred/awarded date, with your name and the academic institution's name/logo are required. We are not able to accept copy/paste word documents with a list of courses/grades or DARS reports. If selected for hire official original transcripts will be required.
- The names, addresses, and telephone numbers of three professional references.

If you need help submitting your online application, please contact NEOGOV at 1-877-204-4442, option 1 for technical assistance.

If you have other questions related to this job announcement please contact Human Resources at 763-424-0849.

**Notice:**

- North Hennepin Community College does not discriminate on the grounds of race, color, religion, sex, sexual orientation, including transgender status or gender expression, marital status, national origin, citizenship status, age, disability, or veteran's status in employment, education and all other areas of the college.
- The College provides reasonable accommodations to qualified individuals with disabilities upon request. This document can be made available in alternative formats such as large print or audio tape by calling 763-424-0966 or TDD 763-493-0558
- In accordance with the [MnSCU Vehicle Fleet Safety Program](#), employees driving on college business who use a rental or state vehicle shall be required to conform to MnSCU's vehicle use criteria and consent to a motor vehicle records check.

**Links:**

- North Hennepin Community College <http://www.nhcc.edu>
- For additional information regarding the Credentialing requirements, please refer to the College Faculty Credentialing website: <http://www.cfc.mnscu.edu/index.html>
- Employment for this position is covered by the collective bargaining agreement for the Minnesota State College Faculty which can be found at: [http://www.hr.mnscu.edu/contract\\_plans/index.html](http://www.hr.mnscu.edu/contract_plans/index.html)