



# MESALANDS COMMUNITY COLLEGE

## JOB ANNOUNCEMENT

<b>POSITION:</b>	<b>Art Faculty</b>
<b>APPLICATION DEADLINE:</b>	<b>August 10, 2020</b>
<b>HIRING WAGE RANGE:</b>	<b>\$42,500.00</b>

The principle responsibility of an instructor will be teaching courses in the discipline(s) for which the instructor has the necessary qualifications. Performs any combination of the following tasks in conducting college courses and assisting the college in meeting its mission.

### **ESSENTIAL FUNCTIONS**

Instructs classes as assigned for 15 to 20 credit hours per semester with anything over 16 credit hours being an overload  
Teaches one or more subjects for which qualified within prescribed curriculum  
Recruits students for the discipline area(s) taught  
Uses and analyzes assessment and classroom techniques  
Prepares and distributes to each student a syllabus for each course taught. A copy of each new syllabus must be filed with the Dean of Instruction's office  
Stimulates class discussions and understanding of materials by students  
Compiles bibliographies of specialized materials for outside reading assignments  
Compiles, administers, and grades examinations, or assigns this work to others  
Maintains currency in particular field of knowledge and applies this to instruction  
Performs related duties such as advising students on academic and vocational curricula, serving as advisor to student organizations, and performing faculty work through committees  
Serves on committees to provide professional services to government and industry and to enable the work of the faculty and administration of the college to be accomplished  
Uses technology in the classroom  
Uses distance education  
Maintains office hours as agreed with the Vice President of Academic Affairs

Performs other duties as assigned  
Instructs students in three-dimensional course offerings  
Instructs students in two-dimensional course offerings  
Instructs students using various digital media and design software platforms  
Ability to show evidence of distant learning platform usage  
Ability to maintain and organize studio classrooms and equipment  
Ability to maintain and organize student artwork exhibits

## **QUALIFICATIONS**

Master's degree in discipline area or Master's degree and eighteen (18) graduate hours in discipline area from an accredited college or university required; MFA preferred; professional certification required as appropriate. Multi-faceted art background and capable of teaching lecture and studio courses including art appreciation and introductory courses such as drawing, painting, sculpture, and foundry casting bronze, aluminum and iron. Computer literacy preferred. Associate degree and/or community college experience preferred. A valid New Mexico driver's license and satisfactory driving record may be required.

### Language skills:

Strong verbal, written, and interpersonal skills a must. Ability to read and interpret texts related to the discipline; documents such as safety rules, operating and maintenance instructions; and procedure manuals. Ability to write required reports and correspondence, and memos. Ability to effectively present information to individuals and groups of students and others from within Mesalands Community College and out in the community.

### Mathematical skills:

Ability to perform basic mathematical functions.

### Reasoning ability:

Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems.

### Technology Skills:

Computer Competency: Capable of applying and maneuvering within various software packages including but not limited to Microsoft Windows, Microsoft Word, Microsoft Outlook, and Internet.

## **PHYSICAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee is required to walk, stand, sit; use hands to handle or feel objects, tools, and controls; reach with hands and arms; stoop, kneel, and lift; and talk and hear.

The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 75 pounds, depending on the discipline area.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment from low to high. Job performed indoors in a classroom and studio environment with students.

## **HOW TO APPLY**

Applicants must submit: a cover letter; a resume; a completed, signed, and dated Mesalands Community College employment application (supplied to applicant upon request--also available online at [www.mesalands.edu](http://www.mesalands.edu)); unofficial copies of college transcripts; a list of three references, including name, address, and phone numbers; and a copy of your current driver's license. References and former employers will be contacted. Applications should be mailed or delivered to: Human Resources, Mesalands Community College, 911 S. Tenth Street, Tucumcari, NM 88401, (575) 461-4413, ext. 213. **Application deadline is August 10, 2020.**