



ACADEMIC INSTRUCTION

TITLE: Adjunct Faculty

DUTIES: Peirce College is hiring adjunct faculty to teach **on campus** in the 2018-2019 academic year. The College offers undergraduate degree programs in Accounting, Business Administration, Criminal Justice, General Studies, Healthcare Administration, Health Information Administration, Health Information Technology, Human Resource Management, Information Technology, Legal Studies in Business, Paralegal Studies, Technology Management, and graduate degrees in Organizational Leadership & Management and Healthcare Administration. Courses are offered at 1420 Pine Street. We offer [Peirce Fit](#) classes in the day and evening. For a full listing of courses, please see the [College Catalog](#).

REQUIRED: Master's degree in field (doctorate degree for graduate teaching) with a minimum of two (2) years successful teaching in higher education and/or other related experience. Credential requirements may vary depending on degree program accreditation/approval. Demonstrated ability to listen carefully, to interpret accurately and to respond to a high volume of requests. High degree of professionalism and confidentiality. Computer literacy, understanding of active learning, adult learning theory and principles, strong interpersonal and communications

HOURS: Day, evening, and weekend responsibilities, as required.

REPORTS TO: Faculty Chair / Program Manager / Appropriate Dean

POSTED: Ongoing. Review of candidates continues until positions are filled.

APPLY TO: Please submit a current resume/CV and cover letter to include your program of interest and availability (day and/or evening) to: Giselle A. Marte, Associate Director, Faculty Recruitment and Development, Academic Operations, Peirce College, 1420 Pine Street, Philadelphia, PA 19102; e-mail to: facultyjobs@peirce.edu or fax to: (215) 670-9255. Email is preferred. Only those candidates who best meet our requirements will be contacted.

Peirce College is an **Equal Opportunity Employer** and is committed to ensuring equal opportunity in all employment decisions, policies, and practices.

The College will not engage in or tolerate unlawful discrimination, harassment, or retaliation on account of a person's age, sex, race, color, religion, creed, national origin, ancestry, citizenship, disability, sexual orientation, gender identity, marital status, veteran's status, military status, or membership in any other group protected under local, state, or federal law.

For questions concerning equal employment opportunity, please contact the Vice President, Human Resources/Chief Equal Opportunity Officer, who is a member of the Human Resources Department and is available at 3R Alumni Hall (215-670-9328). Applicants who require reasonable accommodations to participate in the interview process should contact the Chief Employee Services/Risk Management Officer, who is a member of the Human Resources Department and is available at 3R Alumni Hall (215-670-9277).