POSITION VACANCY ANNOUNCEMENT
Adjunct Instructors: Psychology, Computer Information Systems & Music Appreciation

Department	Instructional Services
Location	Main Campus
Schedule	Online/Seated – Hours to be determined
Salary Range	$36.92 per hour
Position Type	Part-Time Adjunct Faculty (three openings)
Benefits	No College benefits
Reports To	Terri Fesmire
Application Deadline	Open Until Filled

Make a Difference

Pamlico Community College is seeking qualified adjunct instructors for three separate teaching opportunities: PSY 150 – General Psychology; CIS 110 – Introduction to Computers; and MUS 110 – Music Appreciation. Help students build knowledge and skills through engaging, student-centered instruction. Applicants may apply for one or more courses for which they meet the qualifications.

What You'll Do

• Plan and deliver instruction aligned with approved course descriptions, learning outcomes, and College requirements.
• Prepare syllabi, lesson plans, instructional materials, and assessments appropriate to the assigned course.
• Evaluate student learning, provide timely feedback, and maintain accurate attendance, grades, and required records.
• Support student success through clear communication, reasonable availability for assistance, and referrals to College resources.
• Follow College policies and procedures, protect student confidentiality, and submit required reports by established deadlines.
• Participate in course assessment and instructional improvement activities and perform related duties as assigned.

Minimum Qualifications

• Master's degree in the teaching discipline or master's degree with at least 18 graduate semester hours in the teaching discipline. Qualifications must correspond to the course(s) the applicant seeks to teach.
• Official transcripts required.

• Ability to communicate effectively, organize instruction, assess student learning, and work professionally with students and colleagues.
• Ability to use instructional technology and the College's learning management system.

Preferred Qualifications

• Teaching experience at the community college or postsecondary level.
• Experience delivering engaging, in-person instruction and supporting students with varied academic backgrounds.
• Experience using a learning management system and digital instructional tools.

AI & Emerging Technology Support

• Assist with the use and integration of AI systems and digital tools to support projects, operations, and programming.
• Help others learn and use AI tools effectively through hands-on support, basic training, and modeling best practices.
• Stay curious and engaged with emerging technologies that can improve efficiency, creativity, and engagement.

Why Join Pamlico Community College?

Join a college where your teaching can make a direct difference. PCC adjunct faculty help students achieve their educational goals while contributing their subject expertise to the College and the community.

How to Apply

Candidates should submit:

1. Completed PCC Employment Application
2. Official transcripts
3. Resume or CV

The resume/CV is not a substitute for a completed application. Applications must include complete work history. Applications can be found at: https://pamlicocc.edu/wp-content/uploads/2024/11/2024_Employment_Application_11.12.24.pdf

Submit application materials to Human Resources, Pamlico Community College, P.O. Box 185, Grantsboro, NC 28529 (5049 Highway 306 South for carrier deliveries), or by email to bfillingame@pamlicocc.edu with the position title in the subject line. Fax submissions may be sent to 252-249-1622. Please identify the course(s) for which you are applying PSY 150, CIS 110, and/or MUS 110.

Equal Opportunity

Pamlico Community College policy prohibits discrimination based on race, gender, color, creed, national origin, age, sexual orientation, or disability.