



# IVCCD

## NOTICE OF VACANCY

**POSTED INTERNALLY:**

2/18/2021

**MAY BE POSTED EXTERNALLY:**

2/23/2021

- POSITION:** Faculty - Graphic Design
- STATUS:** Full-Time
- CLASSIFICATION TYPE:** Faculty
- LOCATION:** Ellsworth Community College
- JOB SUMMARY:** Establishes a healthy classroom environment that is conducive to the advancement of student education. Maintains accurate students' records. Assesses students' progress and development. Promotes cultural understandings and assists in maintaining a welcoming atmosphere on campus. Assists with recruitment and retention. Maintains a professional rapport with students and colleagues.
- EDUCATION/  
EXPERIENCE:** Must meet minimum experience and education requirements specified by Iowa Valley Community College District. Approval to teach in the assigned area as defined by Department of Education and the Higher Learning Commission (HLC), Master's degree, and 18 graduate credits in academic discipline for those teaching arts and sciences courses. For persons in vocational-technical education fields without teacher education/experience and degrees, the occupational requirement is 6000 or more hours of recent, practical work experience. Must have the necessary prior experience to demonstrate expertise in the field to be taught and/or prior teaching experience, preferably at the post-secondary level.
- ABILITIES:** Must have good human relations and communications skills.
- BASE WAGE:** Salary will be based on the faculty salary schedule.  
Actual annual salary will be based on experience and education and calculated for a full fiscal year, which is pro-rated to start date and FTE.
- BENEFIT INFORMATION:** This position offers a full-benefit package including health, dental, vision, and life insurances, long-term disability coverage, retirement plan, sick and personal leaves, and staff development opportunities.
- TO APPLY:** Internal Applicants: must send a completed Internal Application Request form to [ivccdjobs@iavalley.edu](mailto:ivccdjobs@iavalley.edu). This form can be downloaded from SharePoint, under Intranet/Human Resources. If not submitting a cover letter and resume, please note that the existing documents from the HR file should be added to the form for committee review.
- If you experience issues completing the employment application online please update your web browser or use a different browser and try again.
- External Applicants: Please click here for our online application [http://www.iavalley.edu/district/forms/affirmative\\_action.php](http://www.iavalley.edu/district/forms/affirmative_action.php).
- Applicants will be asked to include cover letter and resume once the on-line application is ready to be submitted. Contact information is also located on our website.
- Faculty Positions: Send unofficial transcript(s) with application materials. Official college transcript(s) will be required at the time of hire.
- Non-Faculty Positions: Official college transcript(s) will be required at the time of hire.
- Athletics/Coaches: Official college transcript(s) are required only if combined with a regular faculty or non-faculty position.
- CLOSING DATE:** Open until filled

*IVCCD is committed to provide equal opportunities in its employment practices and policies for all employees and applicants for employment without discrimination on the basis of age, color, creed, disability, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, and veteran status.*

*Retaliation against any individual for reporting discrimination or assisting in providing information relevant to a report of discrimination is strictly prohibited by IVCCD and constitutes a violation of this policy.*