



**VACANCY NOTIFICATION**  
**Posting Date: February 17, 2016**

**Part-Time Cooperating Basic Math Instructor for Transitional Program  
(Grant Funded Position)**

Hudson County Community College is an award-winning, comprehensive urban college located just across the Hudson River from Manhattan in Jersey City and Union City, NJ. Fully accredited by Middle States Commission on Higher Education, the College offers courses and classes in a wide variety of disciplines to the people and businesses of Hudson County, one of the most historic and ethnically diverse areas of the United States. The College was recognized with the 2012 Association of Community College Trustees (ACCT) Northeast Regional Equity Award, was one of just five finalists in the U.S. for the American Association of Community Colleges' (AACC) Student Success Award, and was presented with the New Jersey Business & Industry Association's New Good Neighbor Awards in 2009 for the Culinary Arts Conference Center and in 2012 for the North Hudson Higher Education Center.

Hudson County Community College, a fast-growing mid-sized urban community college, is looking for a **PART-TIME BASIC MATH INSTRUCTOR FOR TRANSITIONAL PROGRAM (GRANT FUNDED)**. Reporting to the Program Coordinator of Transitional Programs- Academic Development and Support Services. The Cooperating Instructor is responsible for understanding and supporting the work of a Lead Instructor's curriculum during the semester, leading academic support workshops throughout the semester, and working one on one with students in the Tutorial Center. Successful Cooperating Instructors are eligible to teach in either the Summer/Winter Enrichment or Summer Bridge program. This is a part-time grant-funded position, contingent on grant funding.

**Qualifications:**

Master's degree in Math or Adult Education (Math concentration) required. Teaching experience in adult education, developmental skills, or related discipline is strongly preferred. Openness to guidance from Lead Instructor and implementing a pedagogical approach that builds students' conceptual understanding of the subject beyond their knowledge of procedures. Must have ability to work in a fast-paced, intensive program. Experience in teaching Bridge-style workshops is strongly preferred. The candidate must be able to work with a diverse, urban population. Experience tutoring in a college setting is preferred. Must have strong written and interpersonal communication skills. The ability to work effectively as an individual contributor and team member; with the skill to receive and incorporate feedback quickly. This is a 24 hours a week, part-time Cooperating Instructor position. The 24 hours will be divided as follows: 15 hours per week of in-class observation and coaching, 9 hours per week of Tutoring and/or Semester Workshop Instruction. .

**TO APPLY:** : For full consideration, send the following required documents and information: a current resume or curriculum vitae, a cover letter addressing how your experience and credentials fulfill the requirement and responsibilities outlined, and a self-prepared lesson plan that reveals some element of your teaching and learning values.

**Via USPS:** Academic Development and Support Services  
Attn: Jenny Bobea  
71 Sip Avenue, L007  
Jersey City, NJ 07306

**Via Email:** [jbobea@hccc.edu](mailto:jbobea@hccc.edu)

**Via Fax:** 201-714-7165

For additional information about the College, please visit [www.hccc.edu](http://www.hccc.edu). Employment opportunities at Hudson County Community College may be obtained at [www.njherc.org](http://www.njherc.org), [www.higheredjobs.com](http://www.higheredjobs.com), and [www.latinosinhighered.com](http://www.latinosinhighered.com).

*As a New Jersey First Act Employer, new employees must establish a primary residence in New Jersey within one year unless an exemption applies.*

**HCCC IS AN EEO/AA EMPLOYER**