

NORTHLAND PIONEER COLLEGE

Position Description

JOB TITLE: Faculty in Biology/Microbiology 9M	Classification: Faculty	LOCATION: WMC
MANAGER/REPORTS TO: Dean of Arts and Sciences	OVERTIME ELIGIBLE: ☐ YES ☒ NO	# OF DIRECT REPORTS: 0

GENERAL STATEMENT OF RESPONSIBILITIES:

Northland Pioneer College invites applications for a 9-month faculty position in Biology. This position consists of teaching 30 credits per academic year: live, hybrid, or online. Responsibilities include supporting NPC's values of integrity, inclusion, adaptability, civility, and access; as well as upholding the mission of providing affordable and accessible educational excellence.

In addition to the essential functions listed below, the Biology faculty must be creative and flexible and have an openness to collaboration to succeed in teaching demographically diverse students across a large geographic area at this open enrollment institution. Faculty are expected to develop and maintain good working relationships with discipline-related colleagues as well as within the department, the College community, and the communities NPC serves. The faculty will serve as a college and community resource in their area of expertise and remain active within their field. They are expected to travel throughout the district to serve students' needs. They are expected to integrate technology into their instruction.

ESSENTIAL FUNCTIONS:

Standard Faculty Expectations:

1. Positively support and promote the College's governing board, administrators, faculty, staff, students, and communities.
2. Teach a minimum of 15 credit hours/loads per semester, at varied times and locations and using a variety of teaching delivery systems (including distance modalities) within the qualified discipline.
3. Participate in curriculum planning, development, and evaluation, including assessment of student learning, and program review.
4. Maintain accurate student records.
5. Maintain regular office hours and meet instructional deadlines.
6. Serve on program Advisory Councils, Committees, and Articulation Task Forces.
7. Serve the communities of Navajo and Apache counties by fostering relationships and serving as subject-matter expert.
8. Provide input for budgets, book orders, and semester schedules.
9. Engage in creative and scholarly activities within the discipline.
10. Maintain industry recognized certification in assigned discipline, as required.
11. Perform other duties as assigned.

Discipline-Specific Faculty Expectations:

Teaching responsibilities may include but are not restricted to undergraduate courses in General Biology and Microbiology. Other courses may be developed to fit the successful candidate's expertise and program demand as approved by the Department Chair and Dean.

The above statements are intended to describe the general nature and level of work performed by the incumbent; they do not purport to describe all functions. Incumbent may be assigned other duties, and the essential functions may change from time to time as necessary.

Standard Faculty Competencies include the ability to:

COMPETENCIES	DESCRIPTION	PROFICIENCY
Communication	Effectively communicate with students and colleagues.	Advanced
Teaching	Develop effective instructional methods that meet the current needs of students with regard to accessibility and within the context of rapidly evolving technology such as AI.	Advanced
Curriculum Development	Develop curriculum in consultation with a Department Chair, Dean, Curriculum Coordinator, and Instructional Council. Curriculum development must be relevant to the field and audience.	Advanced
Technology	Teach via a Learning Management System and to use other online platforms and other computerized systems. Must be thoughtful in their approach to AI within the classroom and continue to adapt as the technology does.	Advanced
Diversity & Multi-Culturalism	Demonstrate knowledge of practices that honor and give voice to the diverse populations and cultures served by NPC. Ability to incorporate multi-cultural approaches to instruction.	Advanced
Trust	Encourage a trusting atmosphere by regularly communicating, being accountable and transparent, and acting with integrity and confidentiality.	Advanced
Flexibility & Adaptability	Be continuously change ready, to adjust approach and demeanor to match the shifting demands of different situations. Effective time management skills and ability to meet deadlines.	Advanced
Self-Awareness	Use feedback and reflection to gain insight into personal strengths and areas of improvement and adjusting self as needed.	Advanced
Continual Improvement	Continuously and proactively identify improvement needs and make changes to departmental function and processes that result in better outcomes.	Advanced
Physical	Perform the following physical requirements of the position with or without reasonable accommodation: critical sensory requirements include general vision (corrected to 20/20), hears in the normal range (corrected), and speaks and gives directions clearly.	Basic

MINIMUM QUALIFICATIONS:

1. Research-based Master's degree with 18 graduate semester credit hours in Biology, or research-based Master's degree in related discipline with minimum of 18 graduate semester credit hours in the discipline taught.
2. Valid driver's license.

PREFERRED QUALIFICATIONS:

1. PhD with original research in Biology or related field.
2. Demonstrated proficiency in college-level teaching for at minimum 2 years (or the equivalent of 2 years full-time); teaching experience as a teaching assistant or adjunct instructor may count toward the requirement.

TERMS OF EMPLOYMENT:

- 4 Year Probationary Period

BENEFITS:

- Single Coverage Medical Insurance
- Optional Employee Pay Dental/Vision Insurance
- 4 Personal Days
- 12 Holiday Days
- 5 Days Spring Break Leave
- 18 Sick Days that can accrue up to 130 Days
- Professional Development Opportunities
- Arizona State Retirement System membership
- Life Insurance
- Long Term Disability Insurance