

Anatomy and Physiology Instructor

Description:

CBD College is a non-profit, Private Post-Secondary Healthcare Career College with an emphasis on in-demand medical careers. **CBD College** has been providing quality education and training for over 32 years and is looking for a Full Time **Anatomy and Physiology Instructor**. This is an outstanding opportunity for a service-oriented individual to help our students begin their journey toward their new careers.

SUMMARY:

The Instructor provides quality learning opportunities that assist students in meeting their educational goals and career aspirations in Associate in Applied Science program. This individual has responsibility for teaching and learning, curriculum development, advising, and professional development.

The Instructor is under the direct supervision of Program Director.

*This is a **Full Time** Position.*

JOB FUNCTIONS:

- Meets each assigned class with punctuality and enthusiasm.
- Implements class activities that will promote maximum learning.
- Covers the usual course content as described in the approved course outline and provides sufficient exposure to the material so that students will satisfactorily proceed to the next course in sequence and / or courses in the program.
- Supervise laboratory work and teach proper use of chemicals and their interactions, danger signs, production techniques, and disposal methods.
- Recommend the selection of appropriate texts, new library books, reference materials, and audio-visual equipment.
- Evaluate and revise curriculum as necessary.
- Conducts class during the time and in the room provided on the regular college schedule; any deviation from this should be approved by the department chair.
- Submits reports as requested including class rosters, grade reports, grade books, textbook requests, inventories, final examinations.
- Carries out college policies in all aspects that relate to the position.

KNOWLEDGE, SKILLS and ABILITIES:

- Must have at least bachelor's, a doctorate or a master's degree and earned 18 graduate semester (or equivalent) credit hours in Anatomy and Physiology.
- Degree must be from an institution accredited by an accrediting agency recognized by the U.S. Department of Education.
- Minimum of three (3) years applicable experience in anatomy and physiology or related field is required.
- Teaching experience in post-secondary education at an accredited institution is preferred.
- Superior interpersonal, customer services, presentation and communications skills required.
- Creative, innovative and problem solving skills required.
- Proven organizational skills and ability to complete assignments timely and accurately with minimal supervision.
- Ability to utilize different methods and mediums in delivering course material.
- Proficiency in Microsoft Office and the Internet.
- Able to obtain and maintain licenses if applicable as required by state or accrediting commissions.
- Evening hours may be required.

BENEFITS AND COMPENSATION:

- CBD College offers excellent benefits and highly competitive compensation

CBD College is proud to be an equal opportunity employer, and we seek candidates who desire to work in and serve an ethnically-diverse population.