

**Job Title:** Adjunct Lecturer – Technology Education (2 positions)

**Closing Date:** This position is open Until Filled (the review of applications to begin immediately)

**Job Category:** Part-Time Technology Education

**Location:** Manhattan Educational Opportunity Center

**City/Cities:** Manhattan

**Position Type:** Adjunct Lecturer

### **Faculty Vacancy Announcement:**

EOC Adjunct Lecturers perform teaching and related faculty functions in area(s) of expertise, including student advisement, curriculum development, and activities to advance the Center's performance measures.

Adjunct Lecturers:

- Teach all levels of courses offered by the Department
- Prepare and deliver students lectures
- Advise student organizations
- Serve on committees and provide services to community, government, and industry
- Participate in departmental and Center-wide assignments, student advisement, curriculum development, and related activities in advancement of the educational aims of the Center
- Evening or weekend assignments may be required.

### **CAMPUS SPECIFIC INFORMATION**

The Manhattan Educational Opportunity Center delivers student-centered academic and workforce development programs and serves as a gateway to access further education, career achievement, personal growth, and self-sufficiency for adult learners in the NYC area.

The MEOC seeks staff members at all levels who are dedicated to improving the educational and career opportunities of adult learners in New York City. The MEOC is located in Harlem on 125th Street. This position may require evening hours. At this time classes are primarily held in a hybrid model with some in-person classes at the Manhattan EOC or partner location in Upper Manhattan and some classes held remotely via Zoom. This is subject to change and specific details will be shared with individuals who are interviewed. For additional information on the Center please review our website: <http://www.bmcc.cuny.edu/meoc> .

The Manhattan Educational Opportunity Center (MEOC) was established in 1966 by the State University of New York (SUNY), as a result of an act of the New York State Legislature. The MEOC is funded by the SUNY University Center for Academic and Workforce Development (UCAWD) and administered by Borough of Manhattan Community College (BMCC) of the City University of New York.

- Two (2) Adjunct Lecturers in technology are needed.
- This is a day position. Day operational hours are between 9am and 5pm
- Classes are conducted in-person, on site at the Manhattan EOC located at 163 W 125<sup>th</sup> St, NY, NY 10027

Adjunct Lecturers (Technology) will:

- Assess student prior computer and technical skills knowledge as well as knowledge gained at the end of the course(s)
- Teach technology courses including, but not limited to Basic Computer Literacy, Technology for Learning, and Google IT Support Professional

## **QUALIFICATIONS**

Bachelor's degree in area(s) of expertise, and the ability to teach successfully.

## **OTHER QUALIFICATIONS**

- Must be familiar with Coursera course structure
- Experience teaching basic computer skills, and skills associated with becoming certified as a Google IT Support Professional
- Master's degree in related field preferred and experience working with a diverse population and at least one year teaching adult students

**SALARY:** \$91.67/hour

**TO APPLY:** Please send a resume and cover letter to Manhattan EOC Academic Affairs at [academics@man.eoc.cuny.edu](mailto:academics@man.eoc.cuny.edu)

No calls or walk-ins please.

Immediate Need. Review of resumes to begin immediately.

## **EQUAL EMPLOYMENT OPPORTUNITY**

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.