

# PAUL QUINN

## **Adjunct Faculty, Government (Online)**

**Location:**

Remote

**Deadline to Apply:**

Rolling

### **About Paul Quinn College**

Paul Quinn College (PQC) has been widely recognized as one of the most innovative small colleges in America. Founded in 1872, by a group of African Methodist Episcopal Church preachers, PQC is a private, four-year, faith-based, liberal arts-inspired Historically Black College. Located in southern Dallas, we proudly educate students of all races and socio-economic classes under the banner of our institutional ethos, WE over Me. Guided by our mission to create servant leaders and agents of change for the global marketplace, we are committed to providing a quality education that addresses the academic, professional, and social development of students.

By focusing on academic rigor, experiential learning, and entrepreneurship PQC has become a model for urban higher education. As the ninth federally-funded Work College in the nation and the first Urban Work College in history (first-ever minority-serving institution (MSI), historically black college, and Texas-based institution), all PQC residential students are required to work 12-15 hours per week in addition to managing their academic course load. As a Work College, PQC provides students with the unique opportunity to spend their college career gaining real world work experience while paying less than \$15,000 per year for tuition, fees, room and board. The vision of the Work College Program is to transform ability into action and potential into achievement by encouraging all students to embrace the ideals of disciplined work, servant leadership, and initiative in preparation for lives of financial freedom, community engagement, and outstanding character.

The Urban Work College model not only makes PQC a unique post-secondary institution, but it is also of material importance for our students given that every year 80 - 85 percent of them are eligible for Pell Grants. Additionally, because our students come from families where long-term unemployment and under-employment is prevalent, our work program provides them with the type of internship experience that they have historically been denied.

Under President Michael J. Sorrell's leadership, Paul Quinn has become one of the most innovative and respected small colleges in the nation. Fortune magazine recognized President Sorrell's work and the College's transformation by naming him one of the World's 50 Greatest Leaders. President Sorrell is also a three-time award winner of HBCU Male President of the Year by HBCU Digest and was named by Time Magazine as one of the "31 People Changing the South."

For more information about Paul Quinn College, please visit <https://pqc-edu.squarespace.com/whoweare>

## **Position Overview**

Paul Quinn seeks an Adjunct Instructor of Government. Duties include excellence in the delivery of Government instruction, including managing online courses through frequent, quality feedback and collaborating with colleagues also teaching Government. Successful candidates must have a Ph.D. in Government or a Master's degree with at least 18 hours of graduate work in Government and experience teaching college-level courses in Government.

Successful candidates will demonstrate an unwavering dedication to student learning and success. All PQ faculty are expected to demonstrate excellence in oral and written communication, and collaborate effectively with faculty and staff across campus. Adjunct faculty are expected to attend Faculty Institute, our pre-semester development opportunity, as well as occasional meetings of other faculty in their area; adjunct faculty are also invited to engage in professional development and general faculty meetings that focus on improving teaching and learning.

This is a part-time, contingent appointment for spring semester 2021, and will depend on enrollment. Compensation is based on credit hours assigned and qualifications. Qualified instructors without a terminal degree will be compensated \$2,400 for a 3-credit hour course, while qualified terminal degree holders will receive \$2,800. The position reports directly to the Chief Academic Officer. Review of applications will begin immediately.

## **Essential Functions and Responsibilities**

- Use assessment strategies that maximize and measure student learning outcomes; participate in periodic and ongoing assessment activities as requested
- Use a Learning Management System (e.g., Canvas) to post syllabi, assignments, grades, and give consistent, quality feedback
- Submit midterm and final grades and attendance by scheduled deadlines; provide ongoing feedback to Academic Affairs about student concerns
- Hold weekly office hours and respond to PQC students, faculty, and staff in a timely manner
- Participate in professional development workshops delivered by the Office of Academic Affairs

## **Minimum Experience & Requirements**

- Master's degree with 18 hours of graduate work in Government from an accredited university/college (PhD strongly preferred)
- Significant college-level teaching experience
- Demonstrated experience and comfort with using technology in the classroom
- Demonstrated experience with curriculum development and assessment of student learning outcomes
- Excellent communication skills - written and verbal
- Demonstrated passion for student learning and success

## Preferred Experience & Requirements

- Doctoral degree in Government or closely related field from an accredited university/college
- Academic credentials that allow for interdisciplinary and cross-disciplinary teaching
- Personal educational and/or teaching experience at an Historically Black College or University (HBCU) or other Minority Serving Institution (MSI)
- Experience using Open Educational Resources and multimedia resources
- Demonstrated experience using multiple pedagogical approaches

## Other Requirements

Paul Quinn College is an innovative institution with an “entrepreneurial DNA.” A successful candidate should demonstrate innovative thinking and complex problem-solving skills. Candidates should exhibit self-drive and self-motivation. They must demonstrate above-average time management, organizational, writing and oral communication skills. They should be able to set goals and achieve them. The candidate must also possess the ability to manage multiple projects simultaneously and meet all required deadlines.

## How to Apply

- Cover Letter - that speaks to the candidate's interest in the position, qualifications for teaching in a specific requested discipline, and teaching philosophy
- Resume/CV
- Unofficial transcripts from all colleges/universities attended
- Three (3) Professional References (contact information only)
- Email application materials to Dr. Sri Rao, Special Assistant to the Vice-President of Academic Affairs at [careers@pgc.edu](mailto:careers@pgc.edu)

NOTE: Employment is contingent on the successful passage of a criminal background check and drug test, and the receipt of all official transcripts.

It is the policy of Paul Quinn College not to discriminate against any individual in its educational programs, activities, or employment on the basis of race, color, national origin, sex, disability, veteran status, age, religion, or marital status.