FOOD SERVICE ASSISTANT INSTRUCTORS  
(PART-TIME)

Reynolds is seeking applicants who share in its commitment to students and teamwork. The College supports a culture of life-long learning, celebrating its diversity, and recruiting and retaining star quality employees. We are seeking Food Service Assistant adjunct instructors to teach day classes in the Programs for Adults in Vocational Education (P.A.V.E.), on the Downtown Campus. The P.A.V.E. program offers vocational training in Career Studies Certificate Programs for adults with intellectual disabilities.

QUALIFICATIONS REQUIRED:  
High school diploma or equivalent; or Associate’s degree in Culinary Arts or related field; Two (2) years of related occupational experience in the field of Culinary Arts. The selected candidate must be able to successfully pass the college’s pre-employment security screening.

QUALIFICATIONS PREFERRED:  
Bachelor’s degree in Culinary Arts or related field. Five (5) years of related occupational experience. Current ServSafe certification. Demonstrated knowledge of research-based methods for effectively teaching students with disabilities. Demonstrated ability to incorporate technology routinely into instructional and faculty responsibilities. Excellent written and oral communication skills. Demonstrated ability to work with a diverse population of faculty, staff and students.

Salary commensurate with the education and experience of the applicant.

For further information please contact Ms. Greta Tucker, P.A.V.E. Program Coordinator, at gtucker@reynolds.edu or (804) 523-5572.

Please send a completed Commonwealth of Virginia employment application*, resume, official academic transcripts, and three current letters of recommendation to:

Ms. Greta Tucker  
Reynolds Community College  
P.A.V.E. Program, Downtown Campus  
P.O. Box 85622  
Richmond, VA 23285-5622

*Please visit the Virginia Jobs website http://jobs.virginia.gov/ in order to complete the Commonwealth of Virginia employment application. Once completed, please print the State application and send the following documents: resume, official academic transcripts, and three current letters of recommendation to the contact person listed above.

J. Sargeant Reynolds Community College does not discriminate on the basis of age, color, disability, family medical history or genetic information, military service, national origin, parental status, political affiliation, race, religion, sex (including pregnancy and gender identity), sexual orientation, or any other non-merit based factor in its employment opportunities, programs, services, and activities. Employment-related inquiries regarding the college’s nondiscrimination policy should be addressed to: EEO Officer, EEO@Reynolds.edu, (804) 523-5877.