AUTOMOTIVE TECHNOLOGY INSTRUCTOR/PROGRAM HEAD  
(POSITION NO. FO256)

J. Sargeant Reynolds is the third largest community college in Virginia and offers a variety of programs and services to the residents of the City of Richmond and surrounding counties. Annually, our three campuses serve over 20,000+ credit students and provide training for an additional 15,000 students through the Community College Workforce Alliance. Over the years, we have educated more than 300,000 people in the Richmond area. Additional information is available at the College’s Website: www.reynolds.edu.

The College 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. This position will be assigned to the School of Business, located at the Western Campus in Goochland, VA.

**TYPE OF APPOINTMENT:** Full-time twelve-month teaching faculty ranked appointment. Salary commensurate with the education and experience of the applicant. Salary range: $56,668 - $95,461 (eff. 7/1/2015). Approximate maximum hiring salary: $80,000.

**QUALIFICATIONS REQUIRED:** Bachelor’s or Associate degree in Automotive Technology or related field and ASE (Automotive Service Excellence) Master Automobile Technician certification. Minimum two (2) years of recent occupational experience in the automotive field. Demonstrated ability to work with a widely diverse faculty, staff and student population. Demonstrated ability to communicate effectively, both orally and in writing. The selected candidate must be able to successfully pass the college’s pre-employment security screening.

**QUALIFICATIONS PREFERRED:** Master’s degree in a related field. Recent experience in an automotive dealership setting. Demonstrated experience in curriculum development. Demonstrated experience with teaching distance learning classes. Demonstrated ability to teach effectively and incorporate technology in both the classroom and online. Demonstrated ability in curricular planning and assessment. Experience in a community college setting is preferred.

**POSITION RESPONSIBILITIES:** The primary responsibility is teaching. Faculty loads are normally scheduled on an average of fifteen (15) credits per semester. Office hours, advising and collateral duty assignments are maintained. Teaching schedules may include day and evening classes, dual enrollment classes with local high schools, and multiple campus assignments. The position will also assume the role of program head throughout the 12-month period. As such, the position will be responsible for building partnerships with the community and within the industry, overseeing curriculum, managing budgets, collaborating with faculty, hiring and evaluating adjunct faculty, and working with the program advisory committee. The program head will be responsible for the oversight of on-campus and off-campus automotive laboratories, effectiveness of dual enrollment partnerships, and assurance of National Automotive Technicians Education Foundation (NATEF) standards.

**APPLICATION PROCESS:** Application reviews will begin AUGUST 20, 2015. Applications will be accepted until the position is filled.

To apply for this or any other Reynolds vacant position, please visit the Virginia Jobs website https://jobs.agencies.virginia.gov. For full consideration, the cover letter, curriculum vitae, and unofficial undergraduate and graduate transcripts must be received with the online application. If you are invited for an interview, three current (within one year) letters of recommendation relevant to this position can be provided to the committee on the day of the interview, or must be received in the Office of Human Resources prior to the interview day. Official transcripts must be received in the Office of Human Resources prior to the first day of employment.

**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.**