



SINTE GLESKA UNIVERSITY POSITION DESCRIPTION

POSITION: Faculty, Computer Networking

SUPERVISOR: Department Chairperson/IOT Director

DEPARTMENT:

Sinte Gleska University Institute of Technologies

Classification: Full – Time Faculty

Contract: 12 mo. / salary

JOB SUMMARY: Faculty member will teach Help Desk Support, Desktop Support and Computer Networking curriculum

DUTIES & RESPONSIBILITIES:

1. Faculty will teach Help Desk Support, Desktop Support and Computer Networking curriculum at minimum of 30 credits per contract year.
2. Serve on and contribute to campus-wide committees.
3. Support the mission of the University, and the mission of the Institute of Technologies Department.
4. Provide office hours according to department requirements.
5. Follow the policies and procedures of the University.
6. Participate in the development, evaluation and revision of the curriculum in collaboration with Program Director.
7. Develop, update and maintain syllabi based upon the approved curriculum.
8. Conduct on-going assessment of student progress.
9. Advise students in the Computer Technology Program

QUALIFICATIONS:

Candidate must possess a Bachelor of Science-Computer Science Degree.

Knowledge in curriculum development.

- **Salary dependent upon experience and education in related field**