Job Title: Faculty, Fine Arts

GENERAL DESCRIPTION:

The Fine Arts position is a full-time, Faculty position. Teaching assignments will include ceramics and other Fine Art courses. Hours vary according to class schedules. Faculty maintains a 35-hour week. This position reports to the English/Social Science/Humanities/Arts Chair.

ESSENTIAL JOB DUTIES:

1. Prepares, instructs and grades all coursework.
2. Promotes positive student learning outcomes through effective teaching.
3. Supervises and controls all aspects of the arts studio, including supplies and related equipment.
4. Maintains regularly scheduled office hours to provide assistance to students in the applied art courses.
5. Assists with course and program development, recruiting students and implementing program objectives.
6. Assists in implementing College policies and procedures pursuant to the College’s Mission.
7. Participates in institutional planning and budget process.
8. Participates in staff and committee work.
9. Organizes schedules and coordinates workshops, Community Education seminars and community relations.
10. Mentors Mud-Pi, the student activities ceramics club.
11. Coordinates the arts studio schedule, the purchasing of materials and the maintenance of equipment.
12. Participates and assists with the Southern Association of Colleges and Schools (SACS) accreditation and reaffirmation efforts, as assigned by supervisor.
13. Keeps current in the discipline and in all program areas taught.
14. Participates in staff and committee work.
15. Attends College-wide academic and staff meetings and official functions.
16. Attends spring and fall Graduation/Commencement ceremonies.
17. Additional duties as assigned.

** These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.

KNOWLEDGE, ABILITIES AND SKILLS:

- Master's degree in Fine Arts or Master’s degree with 18 graduate credit hours in field required.
- Three (3) years teaching experience at the community college level or higher is preferred.
- Three (3) years work experience in field is preferred.
- Understanding of and commitment to Equal Access/Equal Opportunity.
- Experience with and/or willingness to develop distance-learning classes.
- Ability to deliver high quality instruction in a range of ceramics and other applied arts courses, i.e. painting, drawing, sculpture, mixed media, etc.
- Ability to stay current in program area.
- Knowledge of College mission, policies, procedures and services.
- Strong student orientation and ability to work with a diverse student population.
• Proficient in use of technology.
• Ability to manage programs and resources effectively.
• Ability to plan, budget, and evaluate activities.
• Ability to relate successfully to faculty, staff, students and the community.
• Excellent oral and written communication skills.
• Ability to handle multiple projects simultaneously.

**SALARY:** Level III (Mater’s Highly Technical) - $54,825 - $60,308
**CLOSE DATE:** Open Until Filled
**TO APPLY:** Submit all materials electronically to hr@fkcc.edu

Employment Consideration Requirement: Completed FKCC Application Form, Cover Letter, Resume, Official Post-Secondary Transcripts (Copies Acceptable, if applicable) and three letters of reference (signed).

Florida Keys Community College is an equal access/equal opportunity institution. Discrimination/harassment on the basis of color, race, ethnicity, genetic information, sexual orientation, religion, gender, age, national origin, marital status or disability in admission to, or employment in, its education programs or activities is prohibited. Please report any form of discrimination/harassment immediately to the College's Equity Coordinator:

Lori Kelly
Director of Learning Resources and Student Success
5901 College Road
Office A205A
Key West, Florida, 33040
(305) 809-3501

Or to the Office for Civil Rights of the U.S. Department of Education.