POSITIOН VACANCY ANNOUNCEMENT

POSITION TITLE: Professor/Coordinator – School of Energy

LOCATION: Panola College – Carthage & Center Campuses

EMPLOYMENT TERM: Full-time, 12 month position

BEGINNING DATE: Negotiable

RESPONSIBILITIES: This position reports to the Dean of Professional & Technical Programs and is responsible for: providing leadership, developing goals and a mission statement for the program, seeking scholarships and donations from external sources, interacting closely with industry partners to establish giving opportunities, assuming a major role in recruiting students to the program, evaluating faculty, developing class schedules, developing and maintaining budgets for the program, coordinating advisory meetings, coordinating and evaluating syllabi, scheduling non-credit classes with Workforce and Continuing Education, and developing grants. This position will teach 24 semester hours each year relating to the petroleum industry. Work with a flexible schedule, including evening classes and off-campus sites as needed. Willingness to teach face-to-face and on-line classes. Willingness to sponsor and/or support student activities outside of class.

QUALIFICATIONS: Bachelor’s degree with at least 5 years experience directly related to the duties and responsibilities specified required. Higher degree in an appropriate discipline preferred. Teaching experience at the college level preferred. Experience with distance learning technologies a plus. Must follow College procedures for assessment. Must have strong communication skills, ability to work effectively with students, faculty and staff.

COMPENSATION: The salary offered will be commensurate with educational background and work experience.

BENEFITS: Group Health and Life Insurance, Educational Retirement, Social Security, Optional - Disability, Additional Life, AD&D, and Dental Insurance. 90-day waiting period for health coverage.

CLOSING DATE: Screening of applications to begin June 17, 2014. Position open until filled.

APPLICATION PROCEDURE: Applicants should secure and submit an application with resume, official transcripts and three letters of recommendation to:

Mike Edens, Office of Human Resources
Panola College
1109 W. Panola St
Carthage, Texas 75633
903.693.2021 Email: medens@panola.edu

Additional information on application procedures and this position’s job description may be found on the Human Resources page of the College’s web site at www.panola.edu.

Panola College is an Equal Opportunity Institution that provides educational and employment opportunities on the basis of merit and without discrimination because of race, color, religion, sex, age, national origin, veteran status, genetic information, or disability.