

Office of the President  
ORANGE COUNTY COMMUNITY COLLEGE  
Middletown, NY 10940

# PROFESSIONAL VACANCY

## Internal

**Title:** Adjunct Mentor

**Posted:** April 6, 2007

**Deadline:** May 4, 2007

**Rank and/or** Faculty

**Start Date:** FA 2007

**Salary Range:** Redefined load of 3 credits or equivalent stipend per semester

**Duties in Brief:**

The Adjunct Mentor will work with the Center of Teaching and Learning to provide college wide mentoring services for adjuncts. The Adjunct Mentor will be a source of information about college policies for the new and returning adjuncts as well as provide pedagogical resources for adjuncts. Responsibilities will include organizing and implementing an Adjunct Orientation meeting each semester, designing and maintaining an adjunct website, maintaining an adjunct list-serve and being available to answer adjunct questions during the semester. This position reports to the Coordinator of the CTL.

### **Qualifications:**

**Required:**

SUNY Orange employee. Minimum three years teaching experience at the community college level and proficiency with electronic communication (email, list-serve, discussion boards, etc).

**Preferred:**

Master's Degree. Five years teaching experience at SUNY Orange, experience with Macromedia Contribute and an understanding of the specific needs of the adjunct. Bilingual skills.

**PLEASE SEND RÉSUMÉ and COVER LETTER outlining your vision of programming for adjuncts to:** Wendy Holmes, Affirmative Action Officer, Orange County Community College, 115 South Street, Middletown, NY 10940