

## Adjunct Instructor Needed for Medical Assistant Program

Neosho County Community College is accepting applications for an adjunct instructor to teach evening college courses in the Medical Assistant program on the Chanute campus.

**Time:** One evening per week (day of the week is negotiable), starting in August 2020.

**Preferred Qualifications:** Certification in medical assisting, or higher healthcare certification, and a minimum of two years of experience. Associate's degree or higher in a related healthcare field.

**Minimum Qualifications:** Two-years of field experience performing medical assistant duties with certification in medical assisting, or eligibility to complete national certification upon hire.

**Application:** Mail or electronically submit your employment application (found on the college website <http://www.neosho.edu/Departments/HumanResources.aspx> ), cover letter, resume, five person reference list (include email addresses when possible), and unofficial transcript(s) to:

Human Resources  
Medical Assistant Instructor  
Neosho County Community College  
800 W. 14<sup>th</sup> Street  
Chanute, KS 66720  
620-432-0333  
hr@neosho.edu

For specific questions regarding this position prior to applying, contact: [jen.smith@neosho.edu](mailto:jen.smith@neosho.edu) or [csavage@neosho.edu](mailto:csavage@neosho.edu), or call 620.431.2820 extension 214 or 285.

This position will remain open until filled. Review of applications will begin upon receipt.

**NCCC is an EOE/AA employer**

### Non-Discrimination

The current non-discrimination policy can be found at:

<http://www.neosho.edu/Portals/0/Policies/Employee/Personnel/Non-discrimination.pdf>