

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 Ottawa 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. 14th Street
Chanute, KS 66720
620-432-0333
hr@neosho.edu

For specific questions regarding this position prior to applying, contact: jen.smith@neosho.edu or 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>