



Position Opening Notice

Gila Community College Program

Dental Assistant Associate Professor - Globe

College and Area Information:

Eastern Arizona College and Gila Community College have partnered to provide higher education services in Gila County. Gila Community College includes the Gila Pueblo Campus in Globe, Payson Campus, and other branch campuses. As the service provider, Eastern Arizona College's offerings within Gila County are fully accredited community college programs. Eastern Arizona College is the oldest member of the Arizona Community College system and is fully accredited by The Higher Learning Commission of NCA.

Organizational Relationship:

The Dental Assistant Associate Professor - Gila Community College Program reports to the Sr. Dean and Campus Coordinator of the designated campus. Funding for this position is contingent upon continuation of the external contract between the Gila County Community College District and Graham County Community College District.

Required Qualifications:

- Bachelor's degree
- At least five (5) years occupational experience as a Dental Assistant and/or teaching courses within a Dental Assistant program (including lecture and lab)
- Current Dental Assisting National Board Certification – Radiation Health and Safety, Infection Control, and/or additional areas
- Experience utilizing computer and multimedia technology in an instructional setting
- Demonstrated understanding of safety procedures and precautions in conducting safe laboratory activities
- Ability to relate well to students from a wide variety of ethnic backgrounds and varying degrees of ability and/or experience
- Willing and able to teach late afternoon, evening and summer courses

Preferred Qualifications:

- Ability to work well within a departmental structure and with other faculty in the design and implementation of curriculum and assessment
- Experience in reviewing and developing curriculum
- Demonstrated ability in using inquiry learning, cooperative learning, and other contemporary teaching techniques
- Demonstrated recent participation in professional development activities
- Demonstrated ability and interest in conducting community outreach projects
- Ability to work effectively with students, staff, faculty, and administration
- An understanding of and commitment to the community college philosophy and goals

Responsibilities:

- Teach a variety of community college Dental Assisting courses and corresponding labs
- Teach Cobre Valley Institute of Technology (CVIT) high school students and adult learners
- Teach a minimum of 32 adjusted load hours per year; up to six adjusted load hours of overload may be required per semester
- Maintain a minimum accountability week of 35 hours on campus, including five posted office hours, for teaching, advising, helping students, class preparation, consultation with colleagues, and other related activities
- Develop, review, and revise curriculum as necessary
- Update course outlines and pre- and post-tests as necessary
- Maintain a clean and safe classroom and laboratory environment
- Commit to serve as an accessible mentor and faculty advisor to students
- Commit to participate in professional development activities
- Teach early morning, late afternoon, evening, and summer classes as necessary

Eastern Arizona College is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and does not discriminate on the basis of race, creed, color, national origin, disability, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, educational services, programs and activities. Eastern Arizona College is in compliance with the Crime Awareness and Campus Security Act of 1990 as revised. The Annual Security and Fire Safety Report that includes all reported campus crimes is available on the EAC website and can be accessed at http://www.eac.edu/About_EAC/Consumer_Information/report.pdf. A paper copy of the report will be provided upon request.

A daily crime log is available from the EAC Police Department upon written request.

A N E Q U A L O P P O R T U N I T Y / A F F I R M A T I V E A C T I O N E M P L O Y E R

- Serve on institutional committees as assigned
- Assist with public outreach and student recruitment for the program
- Perform other duties as assigned

Application Information:

Applicants should send a letter of application addressing each of the required and preferred qualifications and describing experience related to the position responsibilities, a vita, transcripts (if copies are sent, official transcripts must be on file prior to the date of hire), a signed copy of the EAC application form, and a minimum of three written confidential letters of professional references, to:

Eastern Arizona College Human Resources
Dental Assistant AP - Globe Position
615 N. Stadium Avenue
Thatcher, AZ 85552-0769

The submission of all required application materials for the screening committee's review is the responsibility of the applicant.

Applicants must be prepared to interview at their own expense.

Closing Date:

All applicant materials must be received by 5:00 p.m. Friday, February 18th, 2022. A decision is anticipated on or about March 20th, 2022.

Compensation and Position Availability:

The initial position compensation range is \$44,477 to \$57,820 per current academic year salary schedule plus a cash flex benefit. The position also includes excellent employee benefits. The anticipated position start date is August 13, 2018. Funding for this position is contingent upon continuation of the external contract between the Gila County Community College District and Graham County Community College District.

Questions:

Anastasia Seaman
Human Resources Generalist

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