



## POSITION ANNOUNCEMENT

**DATE:** June 22, 2018

**POSITION TITLE:** Medical Assisting Program Adjunct Faculty:  
Medical Terminology Instructor  
Advanced Clinical Theory Instructor  
Advanced Clinical Lab Instructor

**INSTITUTION:** Kennebec Valley Community College (KVCC) is a 2-year comprehensive community college in the center of Maine serving approximately 2400 students from Somerset, Kennebec, and Knox counties and well beyond. In 2014, KVCC expanded its Fairfield-based operation to include a new 600-acre Harold Alfond Campus in Hinckley, Maine. Over the past four years, KVCC has invested nearly \$30 million in college programs, infrastructure, and buildings including construction of the new KVCC Center for Science and Agricultural Education, the 120-acre organic farm at KVCC (including education facility, vegetable processing center, equipment, implements, systems, soils, livestock, greenhouses, shelters, fields), a new state-of-the-art culinary arts facility and demonstration kitchen, the largest carpentry lab in the northeast, an indoor electrical lineworker training facility, two medical simulation labs, an early childhood outdoor family education lab, a CNC machine tool lab, a welding lab, and many other important updates including a vast overhaul of IT equipment, software, and computers. KVCC's new Alfond Campus and the revitalized Fairfield campus offer an unparalleled environment for inspiring new academic energy and innovative thinking. KVCC is a collegial environment emphasizing student success and respect for employees, students, and the community.

**SALARY:** Salary and benefits commensurate with the Agreement between the Maine Community College System and the MSEA Adjunct Faculty Bargaining Unit.

**QUALIFICATIONS:** An Associate's Degree in Medical Assisting is required; a Bachelor's Degree in the health care field is preferred. Applicants also need to be credentialed as a Certified Medical Assistant (CMA) (AAMA)

**RESPONSIBILITIES:** The Medical Assisting Program adjunct faculty will provide on-line and evening instruction to students:

- Medical Terminology, On-Line Class
- Advanced Clinical Theory, Mondays, 5:00-7:50 pm, Fairfield Campus
- Advanced Clinical Lab, Tuesdays & Thursdays, 5:00-6:50 pm, Fairfield Campus

**APPLICATION PROCEDURE:** Initial review of applications will begin immediately and will continue until August 17<sup>th</sup>, 2018. **To submit a complete application file, please send the following: cover letter, resume, official transcript of highest degree earned, and the KVCC Application for Employment** (visit: <http://www.kvcc.me.edu/employment> and download form) to [mbrennan@kvcc.me.edu](mailto:mbrennan@kvcc.me.edu).

*Kennebec Valley Community College is an equal opportunity affirmative action institution and employer.  
For more information, please contact the Affirmative Action Officer at 453-5000.*

**Kennebec Valley Community College**  
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