



Job Title: Adult Education Career Planning & Placement Instructor
2017-2018 School Year

Job Type: Part-Time 20 hours per week

Location: Adult Education

Qualifications: To be successful in this position, the candidate should be able to help students to do the following: To expand knowledge of general vocabulary words, To select important content to include in class notes, To increase comprehension and retention of subject matter from textbooks and other class materials, To adjust reading rate according to determined purpose for reading and level of comprehension needed, To critically assess the value of information, To formulate a systematic individualized study plan integrating skills, strategies, and techniques taught and practiced during the course, To learn strategies to improve performance on objective, performance, and hands-on tests, To apply vocabulary, comprehension, and critical thinking skills to real-life applications.

If selected to interview for this position, the candidate will be asked to present the following: Demonstrate knowledge of learning styles, how to read a textbook, how to take classroom notes, and test taking strategies/overcoming test anxiety.

Start Date: January 3, 2018

Application Deadline: November 17, 2017

Apply To: Resumes may be emailed to humanresources@c-tec.edu
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