



VACANCY POSTING NOTICE – May 23, 2025

Title: Instructor – History
Contract Term Length: 10 Months
Work Location: On-Site
Department: Academic Affairs - Humanities, Social Sciences, & Mathematics Division

Salary Range: \$41,000

Standard Hours: 37.5

FLSA Status: Exempt

Total Rewards

Henderson Community College offers a competitive benefits package and an attractive work environment that supports excellence, innovation, and creativity including:

- Exceptional health care, vision, dental coverage for you and your family
- Tuition reimbursement/waiver for you, your spouse, and dependents
- 403(b) retirement plan: a 5% employee contribution receives a 10% employer match
- Vacation/Sick Time
- Work-Life Balance
- 9.5 Paid Holidays
- 2 Weeks Institutional Closing Pay (Last 2 weeks of December) for qualifying positions
- Employee Assistance Program

Job Summary

The primary purpose of the full-time Instructor – Faculty employee responsibilities include sponsoring student organizations, committee work, and other institutional services, community service, and professional development. The successful candidate must possess a strong commitment to student learning and will be receptive to using active and engaged teaching methods and technology in the classroom. In addition, candidates should demonstrate an interest in the mission of the comprehensive community college concept.

Job Duties:

- Teach face-to-face, hybrid, and online classes, creating & maintaining a welcoming classroom environment that is conducive to learning and student engagement.
- Utilize the Learning Management System (Blackboard Ultra) to support classroom instruction and management.
- Mentor students in curriculum and career choices.
- Use effective teaching methodologies and regularly review and update course content and teaching strategies.
- Provide accurate and informative syllabi to communicate student expectations and establish mutual respect.
- Actively communicate student expectations, deadlines, and feedback on work completed.
- Maintain 8-10 regular office hours.
- Serve on college committees, participate in college events and activities, and assist in data reporting processes upon request.
- Provide external service to the community.
- Participate in professional development activities and seek continuous professional improvement.
- Pursue educational leadership opportunities.
- Attend departmental meetings and assist with departmental activities.
- Travel to local high schools to teach dual-credit courses as needed.
- Organize and oversee events and activities for the annual US Constitution Day at HCC. These include voter registration locations, working with the librarians to develop related displays, and arranging for a guest speaker, such as a local judge.
- Perform other duties as assigned based on institutional need.

Minimum Qualifications:

- Master's degree in American History or equivalent.
 - Excellent interpersonal and customer service skills.
 - Ability to plan, organize, and implement events and day-to-day operations/duties.
 - Demonstrates and facilitates team spirit in the department and community.
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Preferred Qualifications:

- Teaching experience preferred.
- Hold an additional 18 graduate credit hours or a second master's degree in political science or American Government.

Employee Rights - [Employee Polygraph Protection Act](#)

Equal Opportunity Employer - The Kentucky Community and Technical College System is an equal educational and employment opportunity institution.

[Application Deadline: Open Until Filled, will begin reviewing applicants on June 4, 2025.](#)

To Apply: Please visit our website to make application online: <https://careers.kctcs.edu/henderson>

In addition, please upload a letter of interest, resume, and transcripts.

Applicants will be notified if selected for an interview. Search may be extended if additional candidates are needed.
