WALLACE COMMUNITY COLLEGE SELMA

VACANCY ANNOUNCEMENT

GRANT-FUNDED

Intent to Employ- Full-time-TEMPORARY

POSITION Posting Date: 9/22/2021

AMSTI Science Specialist Closing Date 10/15/2021

Continued employment is contingent upon funding from the grant

POSITION AVAILABLE
Immediately

REQUIRED QUALIFICATIONS

- A minimum of a Bachelor's Degree in Math, Science or related field from a regionally accredited institution
- Valid Alabama Teacher certification in Math, Science or related field
- A minimum of five (5) years of teaching experience
- Strong computer skill, well versed in Microsoft Office
- Effective oral and written communication skills are required.

PREFERRED QUALIFICATIONS

- An understanding of and a commitment to the philosophy and mission of the Alabama Community College System.
- A Master's Degree in Math, Science or related field from a regionally accredited institution
- **Previous** AMSTI experience (trainer, specialist, leadership, SDE)

SALARY SCHEDULE PLACEMENT
Commensurate with education and experience according to Salary Schedule: L1:
AMSTI Salary Matrix for AMSTI Specialist- 11 month

DUTIES & RESPONSIBILITIES

In addition to adhering to the general guidelines as specified by the Faculty/Staff Handbook, the AMSTI Director, Dean of Technical & Workforce Development, the President, and Alabama Community College System Board of Trustees, responsibilities will include the following:

- Assist in providing a Foundational Training that follows the ALSDE training requirements
- Provide frequent, ongoing, on-site assistance and coaching to AMSTI Schools (Note: The majority of specialists' work time is expected to be on-site support and coaching, including travel to and from the site. Specialists may assist with preparation for Foundational Training beginning with the spring state testing window.
- Provide training and guidance to AMSTI School lead teachers and instructional coaches
- Assist AMSTI Schools in effectively using common planning time and Professional Learning Communities/ Teams (PLCs) to improve math and science instruction
- Assist in developing a cadre of certified trainers to support current and future training programs
- Offer periodic professional learning to established AMSTI Schools
- Provide AMSTI-ALSDE approved professional learning to non-AMSTI schools in the region, as time permits

- Assist IHEs with pre-service and continuing education activities
- Assist with online course development and facilitation and web-related activities, as requested
- Attend professional learning activities and staff meetings conducted by the ALSDE, unless prior approval for absence is granted by the ALSDE
- Assist in recruiting new AMSTI Schools
- Provide input to the ALSDE regarding customization of kits and materials to make them teacher/classroom friendly
- Conduct research on the effects of current math, science, and technology practices in AMSTI Schools, as requested by the ALSDE
- Maintain records and complete paperwork in a timely manner (e.g., Google and Moodle, documentation required by IHE and ALSDE)
- Perform other duties assigned by the AMSTI Site Director or AMSTI-ALSDE the Dean of Technical & Workforce Development and the President.

APPLICATION PROCEDURE

WCCS is an equal opportunity employer and enrolled in E-Verify. It is the official policy of the Alabama Community College System, including postsecondary community and technical colleges under the control of the Alabama Community College System Board of Trustees, that no person shall, on the grounds of race, color, handicap, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

WCCS will make reasonable accommodations for qualified disabled applicants or employees. WCCS reserves the right to withdraw this job announcement at any time prior to the awarding. Applications are available online at www.wccs.edu and should be returned to:

Human Resources Department
Wallace Community College Selma
3000 Earl Goodwin Parkway
P.O. Box 2530
Selma, AL 36702-2530
Phone: 334-876-9319, 876-9338
Fax: 334-876-9334
Website: www.wccs.edu

Application packets may also be submitted to employmentpacket@wccs.edu. Please add your name to the subject line of the email.

A complete application package consists of:

1. WCCS Application
2. A resume
3. A copy of transcript(s) verifying required degree. *Please print name as listed on transcript, if different from last name listed on application.*
4. Valid Alabama Teacher certification (T-cert) in Math, Science, or related field.
5. Work experience verification **in writing on company's letter head** from your current and/or previous employer(s) confirming the required level of experience as stated in the "Required Qualifications" section. Verification should include dates of employment and position title(s) and duties performed. If verification from current employer does not cover the **required** level of experience as stated in the **"Required Qualification"** section, verification from previous employer(s) will be required. **Remember that the work experience verification completion is your responsibility.**

Please Note: If you are applying for more than one position, please submit a separate, complete application. In the event the position is reposted, a new application packet must be submitted.

APPLICATION DEADLINE

All applications information must be received by 12:00 PM CST, Friday, October 15, 2021. Final applicants must adhere to the College's prescribed interview schedule and must travel at their own expense. Incomplete applications and applications received after the deadline will not be considered. A complete application package is the responsibility of the applicant.

***Note**: In accordance with Alabama Community College System policies and procedures, the applicant chosen for employment will be required to sign a consent form for a criminal background check and to submit a minimum nonrefundable **$17.40 payment for a criminal background check**. Employment will be contingent upon receipt of a clearance notification from the criminal background check.*