



# Martin Community College

## Office of Human Resource

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www.martincc.edu/jobs

### An Equal Opportunity Employer

*Martin Community College does not discriminate on the basis of race, color, religion, national origin, sex, age or disability. It is the College's intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.*

## Position Vacancy Announcement: Instructor, Equine Technology (9-month)

**About the Program:** Martin Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges and offers an Associate in Applied Science Degrees (AAS) in the fields of Equine Business Technology and Equine Training Technology. Course work includes farm management, breeding, nutrition, selection/judging, and horse husbandry. Training, teaching, and riding are also included. Students are assigned a horse and practice day-to-day management at an equine facility. We focus on the stock horse disciplines-horsemanship, equitation, showmanship, hunter under saddle, western pleasure, and reining. We also offer English riding disciplines including hunter/jumper and dressage, and some limited eventing through the jump club and eventing team. We have students from all different disciplines and levels of experience from beginner to advanced. While riding is an important part of the program, we equally focus on the equine management. Most of our classes consist of both lecture and lab, allowing the students to have a very hands-on education. Students get to participate and practice in almost everything they learn in the classroom.

Additional information about the Equine Program can be found here: <https://eastcoasthorses.com/equine-studies-colleges/>

<p><b>Job Summary:</b></p>	<p>The Equine Technology Instructor is responsible for providing regular instruction, developing and updating courses taught in a classroom/laboratory/distance learning environment. Teaching assignments for this position include, but, are not limited to: preparing lesson plans, course syllabi, handouts, tests, etc.; selecting textbooks; gathering resources for class; conducting class; conducting critiques; grading assignments; planning field trips, securing guest speakers, etc. Prepares various reports related to classes including end-of-semester reports, grade reports, accrediting reports etc.</p> <p>Performs various student-related duties including advising students, assisting students with class registration, counseling with students, assisting students with career and study skills, recommending placement tests, referring students for tutors and services, providing help with job placement and contacts, etc. Completes various student forms such as withdrawals, registration, drop/add, and credit by examination. Overall preparation of students for the job market and continuing education.</p>
<p><b>Qualifications:</b></p>	<p>Required:</p> <ul style="list-style-type: none"> <li>• Associates degree in Equine Science, Equine Training, or other Equine related degree AND five years' equine-related work experience</li> <li>• Demonstrated experience in riding/training horses and starting colts</li> </ul> <p>Preferred:</p> <ul style="list-style-type: none"> <li>• Bachelor's degree in Equine Science, Equine Training or other Equine related degree</li> <li>• Experience coaching riders for competitions, such as IHSA or open show</li> <li>• Experience training groundwork with horses and handlers</li> <li>• Post-secondary teaching experience</li> <li>• Experience using LMS (Moodle/Blackboard)</li> </ul>
<p><b>Essential Job Functions:</b></p>	<ul style="list-style-type: none"> <li>• Provide classroom and/or laboratory instruction to students and supervision to students on work based learning or real-world practice assignments</li> <li>• Prepare course outlines, syllabi, lesson plans and schedule classroom activities; develop and prepare supplemental materials to enhance textbook lessons</li> <li>• Develop, prepare, and grade assignments identified to evaluate student performance and based on student learning outcomes and competencies</li> <li>• Serve as an advisor and counselor to students; provide individual assistance to students outside of the classroom as needed; maintain office hours for students</li> <li>• Utilize technology to enhance classroom presentations; when appropriate, develop laboratory assignments to provide hands on experience</li> </ul>

	<ul style="list-style-type: none"> <li>• Participate in curriculum and course development, evaluation and change based on workforce needs</li> <li>• Stay abreast of new developments and changes in assigned academic fields; participate in staff development programs, workshops, seminars and other continuing education programs as appropriate</li> <li>• Serve on and participate in a variety of college committees and other institutional activities and programs</li> <li>• Attend required faculty meetings</li> <li>• Attend graduation and participate in the ceremony</li> <li>• Maintain accurate records of student attendance and performance; maintain other records and data bases according to program needs and/or accreditation requirements</li> <li>• Assist in the recruitment and retention of students</li> <li>• Oversee and participate in field trips as appropriate</li> </ul>
<b>Anticipated Hiring Range:</b>	Minimum Salary \$40,371 – salary is based on education level & related teaching/work experience
<b>Additional Information:</b>	None
<b>Benefits:</b>	State Health Plan (Medical) Dental Insurance Vision Insurance Additional Supplemental Insurances NC Retirement Plan Leave (Faculty Personal, Sick, FMLA, Civil and Military, Community Service, Education, and Voluntary Shared) Paid Holidays
<b>FLSA Status:</b>	Exempt
<b>Application Deadline:</b>	Start Date: January 2020 Review of Applications will begin October 1, 2020; Open Until Filled

**SUBMISSION OF APPLICATION:**

Applicants interested in applying for the above position should submit:

- Completed and signed Martin Community College application (<http://www.martincc.edu/jobs>)
- Copy of college transcripts (originals will be required if offer of employment is extended)
- Resume and cover letter (not accepted in lieu of application)

Application materials may be submitted via email to: [humanresources@martincc.edu](mailto:humanresources@martincc.edu) with position title in the subject line OR mailed to: Martin Community College, Attn: Office of Human Resources 1161 Kehukee Park Road Williamston, NC 27892