



Accounting

JOB CLASSIFICATION

Pay grade level: N/A

Compensation: \$1,070.32 per credit hour

Employee category: Adjunct Faculty

Department: Business

Reports to: Dean of Math, Science, Business, and Technology

FLSA status: Exempt

Job Code: AA005Adjunct

Location: Primarily at the Joint Regional Correctional Facility (JRCF) and United States Disciplinary Barracks (USDB), but any other college location as assigned by the appropriate administrator.

SUMMARY

Kansas City Kansas Community College (KCKCC) is currently searching for Adjunct faculty to teach accounting courses, primarily at the USDB. There may be additional sections to be taught at any location, including daytime, online, virtually, and/or at area high schools.

This is a POOL position. Application materials for this adjunct position accepted on an on-going basis due to increasing demand for courses in this subject area.

POSITION DESCRIPTION

- Lead all class sessions according to the schedule, utilizing learner-centered pedagogy to engage students in active, collaborative learning.
- Design and deliver instruction, activities, and assessments that align strictly with student learning objectives.
- Monitor student progress, provide timely and constructive feedback on assignments, and maintain accurate performance records.
- Adapt content and delivery methods to meet the needs of students with varying abilities, preparation levels, and cultural backgrounds.
- Perform rigorous assessment analysis per college requirements and engage in continuous self-reflection to improve pedagogical effectiveness.
- Effectively utilize Blackboard for course management, including posting assignments, grading, and performance tracking.
- Other teaching-related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- Strong critical thinking and independent problem-solving skills.
- Exceptional oral and written communication skills.
- Proven ability to remain organized and manage multiple tasks simultaneously.
- Commitment to punctuality and professional preparation for all instructional sessions.
- Ability to foster a collaborative environment with students, staff, and faculty.
- Ability to effectively utilize Blackboard for posting assignments, assessing students, performances, and grading.
- Working knowledge of Microsoft Office 365 applications with an emphasis on Excel.

MINIMUM QUALIFICATIONS

- Master's or higher degree in Accounting, Finance, or a related Business field and 18 graduate hours in Accounting.
- Proven mastery of core principles, including Financial Accounting, Managerial Accounting, and Taxation.

PREFERRED QUALIFICATIONS

- Certified Public Accountant (CPA), Certified Management Accountant (CMA), or other relevant professional credentials
- Three or more years of teaching experience.
- Teaching experience in an open-enrollment, urban community college
- Two (2) years of industry-related experience outside of teaching.
- Experience with a Learning Management System such as Blackboard.
- Experience in learner-centered pedagogy.

WORKING CONDITIONS

While performing the duties of this job, the employee is frequently required to stand, lecture, hear, walk, and sit for extended periods and occasionally push or lift items. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK SCHEDULE

Class meeting offerings range from 7:30 AM – 8:50 PM; they may include weekends. Appointments are contingent upon student enrollment and departmental scheduling needs.

*****This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor. This job description may be revised upon development of other duties and changes in responsibilities.**

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