VACANCY ANNOUNCEMENT

Adjunct Faculty

Helena College University of Montana, a comprehensive two-year College focused on student success, seeks qualified applicants for the positions of Adjunct Faculty.

We are currently seeking adjuncts to teach the below courses:

- **Accounting**
- **Business**
- **Music Appreciation**

- **BMIS270 Management Information Systems Foundations for Business - 3 credits**
  The field of Management Information Systems (MIS) is an exciting academic discipline that is integral to all business activities. This course is designed to introduce students to MIS and examine how these powerful systems have fundamentally reshaped modern organizations, as well as our society. This course focuses on the key components of MIS - people, software, hardware, data, and telecommunications, highlighting how these components can be integrated and managed to create and sustain competitive advantages.

- **BGEN201 Foundations of Business Ethics - 3 credits**
  This course is designed to apply business concepts in studying ethics. The course will help students differentiate between ethical and unethical practices in the business world. Topics covered include: basic principles of ethics, social costs, justice and fairness, utilitarianism, free market and rights, ethics in the marketplace, globalization, ethics in the role of government in business ethics, business and external exchanges, and ethics relating to internal constituencies (employee issues).

- **BGEN235 Business Law - 3 credits**
  This course is an overview of business law, including the judicial system and procedures. Emphasis will be on ethics and law, tort law, contract law, sales and lease laws, negotiable instruments, bankruptcy laws, and legal ramifications for organizational types.

- **COMX111 Introduction to Public Speaking - 3 credits**
  Development of oral communication skills through an emphasis on audience analysis, organization of ideas, and delivery of spoken messages.

- **PHSX207 College Physics II - 3 credits**
  This is the first semester of a two semester series of college physics. Topics covered include mechanics, wave mechanics, and thermodynamics. The lab component complements lecture material.
### Duties & Responsibilities:

- **PHSX208 College Physics II Lab - 1 credit**
  This is the lab portion of the first semester of a two-semester series of college physics. Topics covered include mechanics, wave mechanics, and thermodynamics. The lab component complements lecture material.

- **NASX105 Introduction to Native American Studies - 3 credits**
  This course is a study of the cultural makeup of Native Americans in Montana and subsequently in the United States. Education, historical, legal, and social aspects will be analyzed for their influence on the modern Indian culture.

- **BMGT205 Professional Communication Fundamentals - 3 credits**
  The course recognizes and creates effective approaches and styles for written, oral, and nonverbal communications appropriate to organizational situation, nature of message, and audience. The course addresses professional document and presentation designs, choices of media, and tones for individual and organizational communications.

Provide instruction and monitor teaching/learning effectiveness in courses assigned by the Division Chair and/or Associate Dean for Academic Affairs and in which the instructor has appropriate qualifications. Use up-to-date discipline and pedagogical skills to ensure active participation and learning by students.

### Qualifications:

Master's or terminal degree and teaching experience.

### Salary:

These positions are paid $600/per credit hour.

### Application Procedures:

Please email your resume, cover letter and transcripts to **UMH-HR@umhelena.edu**

### Submission Deadline:

Ongoing Recruitments

---

**Background Investigation is Required Prior to Offer of Employment**

In accordance with The University of Montana regulations, finalists for this position will be subject to criminal background investigation.

**Reasonable Accommodations**

Under state and federal law qualified applicants with disabilities are entitled to reasonable accommodations. Modifications or adjustments may be provided to assist applicants to compete in the recruitment and selection process. An applicant must request an accommodation when needed. If you need any such accommodation, contact the Helena College Director of Human Resources at 406-447-6925. TDD users may use the relay service by dialing 711

**ADA/EOE/AA/Veteran’s Preference**

Qualified candidates must be able to meet minimum requirements and perform the primary functions of the position with or without reasonable accommodation. As an Equal opportunity/Affirmative Action employer, we encourage applications from minorities, Vietnam era veterans, and women. This material is available in an alternative format upon request. Qualified candidates may request veterans’ preference in accordance with state law.

**Testing**

Individual hiring departments at Helena College may elect to administer pre-employment tests, which are relevant to essential job functions.