



Job Details Form

POSITION

Position Title	Elder College Instructor
Reports to	Don Stull
Department	Elder College
Is this position a supervisory position?	No
Office Location	None

SCOPE

Summary of Posting	<p>Elder College is a learning based social group consisting of individuals who are 50 years of age or older who enjoy learning new things for fun. The classes generally are in session for 2 hours per week for 6 weeks; however, we also offer the "Lunch and a Lecture" series where lunch is served while the guests listen to an interesting lecture. The sessions last about an hour to an hour and a half. No homework, no tests, and no pressure ... just FUN!</p> <p>Elder College is seeking individuals that are interested in sharing a skill, hobby, or adventure with a class of peers.</p>
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Job Responsibilities	As an instructor or guest lecturer, you will be responsible for all aspects of conducting a class.
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REQUIRED QUALIFICATIONS

What minimum level of education is needed to satisfactorily perform the job at entry level?

What minimum types of experience are needed to enter the job at entry level? Also, what is the minimum time required for each type of experience?

What field(s) should the training or degree be related to?

Are any state, federal, or professional licenses, certifications, or certificates required to enter the job? If so, please list.

Items preferred, but not required (if applicable)

Knowledge

Instructors should have a good working knowledge of their subject.

Skills

Excellent communication skills a must.

Abilities

Other Characteristic
(Personality, Attitude,
Social Presence, etc.)

Positive attitude and out-going personality

COMPENSATION INFORMATION

Job Classification

Non-Credit Instructor

Job Type

Part-Time

Category

Non-Exempt (hourly)

Recruitment Type

External Posting open to general public

Union Position	No
Grade (if union position)	N/A
Work Schedule	Varies
Hiring Range (Min - First Quartile)	Volunteers preferred. If paid, the rate is generally \$20.00 per hour.

ADDITIONAL POSTING INFORMATION

Job Open Date	Always open - looking for new subjects
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For Full Consideration
Apply By

Application Review Date

Job Close Date

Required Application Materials	Supply the following information: Name, Address, City, State, Zip, Phone Number, E-mail address, Title for Class and a short synopsis of what the class will entail. Also, please state your time preference - Mornings (9:00am - noon), Afternoon (noon - 4:00pm), or Early Evening (5:00pm - 7:00pm).
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Other Special Instructions	Submit all materials to: Don Stull, Elder College Liaison Terra Community College 2830 Napoleon Road Fremont, OH 43420 OR dstull@terra.edu
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