

POSITION ANNOUNCEMENT

Logistics Management Technology Instructor

Northeast Mississippi Community College is now accepting applications for a full-time, ten-month faculty position teaching all Logistics Management Technology courses. Instructor will provide student academic advising, serve on college committees, and perform other duties as assigned.

QUALIFICATIONS:

Required -

- Associate degree in Logistics, Supply chain management, business, business management, business administration, accountancy, finance, marketing, business education or related field
- Two-years of current experience in the field of logistics management, supply chain management or a closely related field. Work experience must be in the field within the last five years.
- Demonstrate occupational competency through education and experience and/or national certification
- Verifiable ability to teach effectively and creatively
- Verifiable ability to function as a team member
- Verifiable ability to work with diverse student populations
- Written and interpersonal communication skills
- Verifiable experience integrating technology with teaching

Preferred -

- Five years of full-time experience in the field of logistics management, supply chain management, warehousing management, inventory control, or a closely related field
- National Certification logistics management or related field
- Experience teaching adults

APPLICATION DEADLINE:

Until Filled

APPLICATION MATERIALS:

To apply, please submit a cover letter, official college application form, resume, and official transcript(s) of all college work. (*Applications currently on file can be activated for this position by submission of a cover letter.*)

APPLICATION MATERIALS SHOULD BE DIRECTED TO:

Human Resources
Northeast Mississippi Community College
101 Cunningham Boulevard
Booneville, MS 38829

In compliance with Title VI of the Civil Rights Act of 1964; Title IX, Educational Amendments of 1972 of the Higher Education Act; and, Section 504 of the Rehabilitation Act of 1973, as amended, the Board of Trustees of Northeast Mississippi Community College has adopted this policy assuring that no one shall, on the grounds of race, color, age, national origin, or sex, be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity of the College. Northeast Mississippi Community College adheres to the principle of equal educational and employment opportunity without regard to race, sex, age, color, creed, or national origin. This policy includes the qualified handicapped and extends to all programs and activities supported by the College. The Section 504 Coordinator is Leigh Ann Stewart, Wright Hall (662)720-7192 and the Title IX Coordinator is Liz Roark, (662) 720-7223.

Position Description
Northeast Mississippi Community College
Creation Date: March 2023

POSITION: Logistics Management Technology Instructor (ten-month contract)

REPORTS TO: Division Head-Business and Engineering Technology

QUALIFICATIONS: Required –

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Preferred-

- Five years of full-time experience in the field of logistics management, supply chain management, warehousing management, inventory control, or a closely related field
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ROLE: Full-time ten-month faculty position teaching all Logistics Management Technology courses. Instructor will provide student academic advising, serve on college committees, and perform other duties as assigned.

ACTIVITIES:

- Teach courses assigned by the division head
- Work to Logistics Management Technology students are correctly enrolled in classes according to placement policies
- Assist in curriculum development of Logistics Management Technology courses
- Incorporate leadership skills and work ethics as integral part of program enhancements.

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- Assist in selection of appropriate textbooks, equipment and supplies to keep current and enhance student success
- Keep inventory of all laboratory/classroom equipment operational, up to date and consistent with occupation standard requirements.
- Develop budgets and requisitions for specific course or program materials
- Develop needs assessment for laboratory/classroom equipment, staff development, facility repair or improvement.
- Develop and coordinate Advisory/Craft Committee meetings as required
- Operate program to meet national skill standards
- Implement marketing and recruiting programs
- Assist with employment contacts for graduating students
- Be familiar with current trends and technology in the logistic field and be willing to incorporate new methods to ensure curriculum is up-to-date.
- Be committed to student success and excellence in teaching
- Develop and teach distance learning courses as needed
- Be available to assist students during conference periods each day
- Work closely with other instructors to ensure quality and availability in course offerings
- Be a vital part in making goals, planning and coordinating work within the division
- Adhere to all policies and job requirements listed in the official NEMCC faculty job description and the *Northeast Procedures Manual*
- Attend and support college activities and functions

NOTE: Attendance is required for this position.

NOTE: Job description, role, and activities may change at any time without prior notice.