Part-Time Community Education Instructors (Multiple)

Hudson County Community College is an award-winning, comprehensive urban college located just across the Hudson River from Manhattan in Jersey City and Union City, NJ. Fully accredited by the Middle States Commission on Higher Education, the College offers courses and classes in a wide variety of disciplines to the people and businesses of Hudson County, one of the most historic and ethnically diverse areas of the United States. The College was recognized with the 2012 Association of Community College Trustees (ACCT) Northeast Regional Equity Award, was one of just five finalists in the U.S. for the American Association of Community Colleges’ (AACC) Student Success Award, and was presented with the New Jersey Business & Industry Association’s New Good Neighbor Awards in 2009 for the Culinary Conference Center and in 2012 for the North Hudson Higher Education Center.

HCCC-Department of Community Education is seeking experienced and engaging Part-Time Instructors to teach various courses in our upcoming fall and winter programs.

- ESL-English as a Second Language (certified preferred)
- Graphic Design
- Computer Instructors: Computer Repair, Microsoft Certified User in one or more of the following: PowerPoint, Excel, Word, SharePoint and Access, Adobe Photoshop (must be Adobe certified), web development, networking, general computer proficiency
- Business Instructors: Accounting; must have at least 3-5 years’ experience as an accountant or bookkeeper, Customer Service, Sales, Presentation Skills, Office Communication, Management, Grant Writing
- Personal Enrichment: Topics in Home Improvement, Parenting, Spanish

**Required:** Successful candidates will possess a minimum of a bachelor’s degree (master’s preferred), be computer proficient, and will have experience educating learners of various ages.

**To Apply:** Address letter of application stating what position you are applying for, resume and salary requirements including three references to:

Department of Community Education  
**Attn:** Jennifer Navas  
25 Journal Square  
Jersey City, NJ 07306  
**E-mail:** jnavas@hccc.edu  
**Fax:** (201) 260-4250

For additional information about the College, please visit [www.hccc.edu](http://www.hccc.edu). Employment opportunities at Hudson County Community College may be obtained at [www.njherc.org](http://www.njherc.org), [www.higheredjobs.com](http://www.higheredjobs.com), and [www.latinosinhighered.com](http://www.latinosinhighered.com).

*As a New Jersey First Act Employer, new employees must establish a primary residence in New Jersey within one year unless an exemption applies.*

**HCCC IS AN EEO/AA EMPLOYER**