



THREE RIVERS COLLEGE

ANNOUNCEMENT OF VACANCY

The college is accepting applications for the following part-time position(s):

Part-time Instructional Assistant(s) - Math

The Instructional Assistants will provide excellent customer service while performing a wide variety of duties necessary for the daily operation of transitional classes. These duties include, but are not limited to, assisting students in the subject of transitional math. The Instructional Assistants will collaborate with the instructors to assist in supporting student learning in the computer lab-based classroom setting.

Bachelor's degree from an accredited institution in math with a degree "in subject" preferred. Special preference will be given to those candidates with the following qualifications: Master's degree in math, or closely related field. Experience working with academically challenged students in the use of computer assisted instruction preferred; minimum of one year of experience assisting students in an academic setting.

Salary range is \$22.50 per hour. Complete applicant file will include a Three Rivers College employment application (available at trcc.edu/employment), resume with names/phone numbers of three references, and copies of all transcripts. Incomplete files will not be acknowledged or reviewed. Review of completed applications will begin immediately and continue until appointment is made. We do background checks; E-Verify participant.

To apply, submit all requested material to:

Human Resources

Three Rivers College

2080 Three Rivers Boulevard

Poplar Bluff, MO 63901

Phone: 573-840-9695

Fax: 573-840-9186

Email: humanresources@trcc.edu

Three Rivers College is an Equal Opportunity/Affirmative Action Institution
trcc.edu