



Durena Thompson
Board of Regents Chair

Linda Sue Warner, Ph.D.
College President

SAN CARLOS APACHE COLLEGE

HUMAN RESOURCES

1 San Carlos Ave., Bldg. 3

P.O. Box 344

San Carlos, Arizona 85550

Phone: (928) 475-2016 / **Email:** hr@apachecollege.org

JOB ADVERTISEMENT

POSITION TITLE: **Math Faculty**

WORK LOCATION: San Carlos Apache College, All grounds in San Carlos, AZ

DEPARTMENT: Academic Affairs

REPORTS TO: VP of Academic Affairs

EMPLOYMENT STATUS: Regular Full-Time (Non-Exempt)

OPENED: January 26, 2026

DEADLINE: Open until filled

Description: San Carlos Apache College is seeking a qualified and dedicated Mathematics Faculty member who, under the direct supervision of the Vice President of Academic Affairs, will develop, teach, and assess a range of mathematics courses. This position supports the academic mission of the College by delivering high-quality instruction, contributing to mathematics curriculum development, and promoting student learning in alignment with institutional standards and goals.

Minimum Qualifications:

- Master's Degree in Math, Statistics, or related field, required. **NOTE: Applicant must submit a copy of all college transcripts to meet positive education requirements.**
- At least 3 years of specialized experience in college teaching, preferred.
- Applicant must sign faculty contract with the Apache College (9-and-a-half-month contract for school year with possible additional summer teaching opportunities).

Essential Functions:

- In accordance with the College's philosophy, code of ethics agreement, and code of conduct policies, employees are required to respect students and employees and act in a way that will bring respect and honor to our College at all times. In accordance with the College's philosophy, code of ethics agreement, and code of conduct policies, employees are required to respect students and employees and act in a way that will bring respect and honor to our College at all times.

- Develop and teach a range course in mathematics and statistics.
- Shall have the willingness to develop and teach courses in a variety of formats as needed, including face-to-face, hybrid, and online.
- Shall serve as a mentor for adjunct faculty members and will be required to demonstrate a commitment to student success and teaching excellence.
- Evaluate the performance of students and communicate with them in a timely manner.
- Keep accurate records and submit grades and other reports on time, develop and update syllabus as needed.
- Will be responsible for creating course plans to facilitate the achievement of course outcomes.
- The Math Faculty shall make recommendations regarding matters to the College's administration; establish and maintain contact with student advisees and participate in community outreach, and student recruitment.
- The Math Faculty shall also hold regular office hours that accommodate student needs as necessary.
- Participates in the ongoing assessment of courses and programs and in college-wide student success initiatives.
- The Math Faculty will be responsible for demonstrating positive and professional relationships with students, staff, and colleagues.
- Actively contribute to the development and carrying-out of orientation and other required institutional meetings.
- Performs all other duties as assigned or requested.

Work Schedule

Work schedule: Normal work schedule is Monday-Friday 8:00 a.m. – 5:00 p.m.

The applicant may work beyond normal business hours to support college activities and may also be required to work weekends, evenings, and holidays.

Compensation:

DOE

Benefits and Compensation:

We offer competitive pay and an attractive benefits package, including health, dental, and vision coverage, along with a 401(k) plan that includes an employer contribution.

How to Apply:

- Complete San Carlos Apache College application for employment.
- Resume
- Two (2) letters of recommendation dated within the last two years.
- Official Transcripts

Indian Preference:

Preference in hiring and promotion may be given in accordance with the Federal and Tribal Indian Preference Act. If claiming preference, a copy of a "Certificate of Indian Blood" is required (please attach). Subject first to our Indian Preference policy, San Carlos Apache College is an Equal Opportunity Employer (EOE).