



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: **Social Work 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 (Exempt)

OPENED: June 29, 2026

DEADLINE: Open until filled

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

Minimum Qualifications:

- Master's Degree in Social Work or related field required. **NOTE: Applicant must submit a copy of all college transcripts to meet positive education requirements.**
- One (1) year experience in an educational setting required.
- 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.

- Provide leadership in the development of courses and sequences in the disciplines mentioned above.
- Willingness to develop and teach courses in a variety of formats as needed, including face-to-face, hybrid, and online.
- Serve as a mentor for adjunct faculty members and will be required to demonstrate a commitment to student success and teaching excellence.
- Shall evaluate the performance of students and communicate with them in a timely manner; develop and revise syllabi as needed.
- Will be responsible for creating course plans to facilitate the achievement of course outcomes; keep accurate records and submit grades and other reports on time
- Make recommendations regarding academic matters to the College administration.
- Establish and maintain contact with student advisees.
- Participate in community outreach and student recruitment events.
- Hold regular office hours that accommodate student needs.
- Participate on academic and other institutional committees.
- Participate in the ongoing assessment of student learning at the course, program, and institutional level and with student initiatives.
- Demonstrate positive and professional relationships with students, staff, and colleagues.
- Actively contribute to the development and carrying-out of orientation and other required institutional meetings.
- Responsibilities may include grant writing/management.
- Performs all other activities 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 and Cover Letter
- 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).