



## Call for Instructors Spring 2020 BC3 @ Cranberry Lifelong Learning Instructor

Do you or someone you know have a unique talent or ability that they would like to share with other adult learners? If so, please consider offering a new course spring 2020. We are always looking for enthusiastic and well-trained, professional people to deliver course content and develop classes. Employment with the Lifelong Learning Program at Butler County Community College is part-time, temporary and based on contractual agreements. Non-credit Lifelong Learning Instructors are needed at BC3 @ Cranberry in Cranberry Twp., PA in many subject areas. Below please find a list of courses that need instructors. Reporting to the Director at BC3 @ Cranberry, our instructors must be highly trained professionals with the proper credentials for their area of expertise. **Please mark your application clearly with intended topic and campus location.** If you have questions, please contact the Director of Lifelong Learning at 724-287-8711 ext. 8504

Qualified instructors wanted for Butler County Community College's Lifelong Learning Program at BC3 @ Cranberry for the following courses: Basic computer applications, QuickBooks, 45 Hour Real Estate Practices & 30 Hour Real Estate Fundamentals. If you are a qualified applicant, highly skilled, trained, or educated in these or other areas and have an idea for a class for the Lifelong Learning Program, please complete an application at [www.BC3.edu](http://www.BC3.edu) and contact Paul Lucas, Director of Lifelong Learning at Butler County Community College. **Deadline for course submissions is Friday, September 20, 2019 and review of applications will begin immediately.** Courses will begin spring semester 2020, January - June.

Review of applications will begin immediately. Interested candidates should complete the [employment application](#), and submit along with a letter of application, current resume, [copy](#) of college/university transcript(s), and names, addresses, and telephone numbers of three professional references. Incomplete application packets and/or any materials regarding this position that is received after the application deadline or closing of the search will not be considered. Any materials submitted will be the property of the College. A separate application must be completed for each position for which you are applying. Please be sure to mark on your applications the type of course you wish to teach and at which campus location you are most interested in teaching. Applicants [currently](#) employed by Butler County Community College must authorize in [writing](#) that all college/university transcript(s) on file in his/her personnel file located in the Human Resources Office may be copied and attached to his/her application packet by the application deadline. Requests to copy transcripts received after the deadline will be denied. If you have any questions, please contact the Human Resources Office for more information.

Send to:

Butler County Community College  
Attention: Paul Lucas, Director of Lifelong Learning  
P.O. Box 1203  
Butler, PA 16003-1203

Butler County Community College is an equal opportunity, affirmative action employer.