

How does the selection process work?

All hiring decisions are made at the college level. The academic deans at each college review the background of applicants and make selection decisions based upon their needs for a given semester. The determinations are based upon the curriculum offered by the college, their needs by semester, and the credentials of applicants for the program.

Once you apply for the program online, your materials become available to the college(s) you selected. The deans review materials each semester. If there are openings in the area(s) in which you are able to teach, you may be contacted for an interview. If no vacancies exist, your materials are maintained on file until June 30. To be considered for future positions, you must reapply as files are kept for no longer than a year.



What is the pay for the program?

The pay for teaching fellows is the same for any part-time adjunct professor teaching with the VCCS. The pay per course ranges from \$1839 to \$3879 for a three-credit hour course and is based upon an individual's credentials and experience—though the average for most candidates will likely be in the \$2,000 - \$2,500 range per 3-hour course.

What is the status of my application?

Due to the size and scope of this program, the VCCS System Office staff cannot provide applicants with any status updates. Applicants may contact each college directly for an update. You should locate the particular department where courses you are eligible to teach are offered, then ask to speak with the dean that hires for that particular program.



Who should I contact if I have questions about the program?

Due to the size and scope of this statewide program, it is difficult to answer specific questions individually.

Please help us manage this program more effectively by directing your academic questions to the appropriate dean at the college(s) where you are interested in teaching. **Please note that hiring decisions are made at the college level, not at the VCCS.**

Most administrative questions can be answered by the FAQs and information on our website. If your questions are not answered, contact our office at the number listed on the website.



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www.vccs.edu

The Virginia Community College System does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or in the provision of services.

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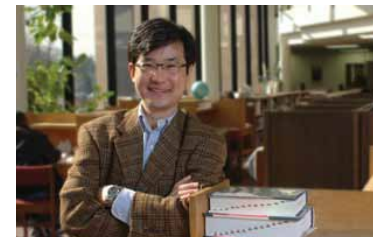
Where Opportunities Begin.....



Chancellor's Faculty Diversity Initiative



Gain valuable teaching experience at Virginia's Community Colleges



Can you tell me a about the program?

The **Chancellor's Faculty Diversity Initiative (CFDI)** is designed to extend our recruitment efforts to applicants who have traditionally not been candidates for employment within the VCCS. Our goal is to build a more robust recruiting pool from which to select the best part-time faculty. Since a significant portion of our full-time faculty are first hired part-time, it is vitally important for us to ensure that our applicant pool is as large and as rich as possible.



The program is open to everyone regardless of background. The goal is to have an applicant pool that reflects the richness and diversity of Virginia. Two fellowships are available: the **Minority Professional Teaching Fellows** and the **Graduate Student Teaching Fellows**.

Anyone who has earned a master's degree is eligible to apply for the **Minority Professional Teaching Fellows program**. Individuals who have not yet earned a graduate degree, but are currently enrolled in a graduate degree program can apply for the **Graduate Student Teaching Fellows** program if they have earned at least 18 hours of graduate credit in the area where they are interested in teaching.

Please note that this is a hiring pool, and a specific, open position may not be available at the time of your submission.

Who is eligible to participate?

Anyone who has earned a master's degree is eligible to apply for the **Minority Professional Teaching Fellows** program—regardless of their background.

With the exception of International Students on F-1 Visas, graduate students at any college or university in the U.S. are eligible to participate in the **Graduate Student Teaching Fellows** program, provided they have earned at least 18 hours of graduate credit in the area where they are interested in teaching and they are able to come to campus to teach.

The requirement to have completed 18 graduate credit hours in the area one would teach has **no exceptions**. This is an accreditation requirement. Graduate students are assigned a mentor until they have earned a master's degree. International Students on F-1 Visas are not eligible to participate in this program due to Federal Employment laws.

What subjects can I teach?

Every course and subject that we offer is eligible to be taught by a CFDI Fellow. However, Virginia's community colleges only offer courses that are traditionally freshman and sophomore level. To determine which courses you can teach, review your college transcript and visit the website at the college where you are interested in teaching to see their course offerings. To learn more about teaching at community colleges, visit [Resilient Educator for its article](#).



Next, determine if the VCCS offers courses that you are able to teach by reviewing our course offerings. A comprehensive list of courses and programs are available at <http://courses.vccs.edu>.

How do I apply for the program?

Applicants apply online at <http://jobs.vccs.edu>

Prior to applying:

- 1) Determine in what area you are able to teach and if the VCCS offers these courses by reviewing our course offerings. A comprehensive list of courses and programs are available at: <http://courses.vccs.edu/>.
- 2) Determine if the courses you are eligible to teach are offered at the college(s) where you are interested in teaching.
- 3) Identify your qualifications that enable you to teach in a particular area in your application materials. This will help the deans review the information and determine if your qualifications fit the needs for a particular course.
- 4) Apply online at <http://jobs.vccs.edu>. You can select the college(s) where you are interested in teaching.
- 5) Contact the college directly if you have not heard from them within one month of your application. Locate the particular department where courses you are eligible to teach are offered, then ask to speak with the dean that hires for that particular program.



What is the role of a mentor?

Fellows in the **Graduate Student Teaching** program are assigned a mentor until they have earned a master's degree. Mentors also will be assigned to **Minority Professional Teaching Fellows**. Faculty mentors serve as a role model for the teaching fellow and ensure that the teaching fellow's work is of the highest standard, commensurate with the VCCS reputation for excellence in classroom teaching. While the responsibilities will vary depending upon the discipline and background of the teaching fellow, some guidelines are provided to ensure compliance with the Southern Association of Colleges and Schools (SACS) accreditation standards.