

Southwest Tech is committed to providing a welcoming environment and a sense of community where all employees can experience success. We empower and inspire all members of the Southwest Tech community to embrace differences, defend human dignity, and respect the richness of values and ideas that each person brings to the college.

POSITION	Mathematics Adjunct Instructor Fall 2026 [Part time, Non-benefitted]
APPLY BY	June 1, 2026
HIRE DATE	August 2026
DIVISION	Ag & Industry
REPORTS TO	Executive Dean of Ag & Industry
CLASSIFICATION	Exempt
POSTING DATE	3/5/2026

SUMMARY

This position delivers instruction of Mathematics courses to students enrolled in a variety of programs throughout the college. Instructors promote student success by demonstrating and maintaining instructional excellence and currency in their field throughout employment at the college.

ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE

- Instruct courses based on background and knowledge. Potential courses available may include Tech Math, Intro to Statistics, Applied Math, Algebra, Business Math, and Quantitative Reasoning.
- Provide math tutoring support to students in the Knox Learning Center through both drop-in and scheduled appointments.
- Prepare for assigned classes, including developing course syllabi; organizing and maintaining classroom(s) to facilitate learning; and performing related tasks.
- Design, facilitate, and revise activities that promote optimum student success and learning.
- Promote continuous quality improvement of curriculum and program operations to increase program effectiveness.
- Maintains knowledge of current industry trends by attending conferences, joining professional organizations, and performing related tasks.
- Assist with retention of students.
- Continuously evaluate student progress, providing informative and summative feedback through formal and informal means.
- Provide application-based learning activities that accommodate a variety of learning styles
- Other duties as assigned.

TRAINING AND EXPERIENCE

- Master's Degree preferred (with a minimum of 18 credits), Bachelors Degree in Mathematics is required.
- A minimum of one year as a post-secondary classroom instructor preferred.
- Thorough knowledge of current mathematics applications used in business and industry.
- Ability to work within a team setting and implement jointly developed curriculum.
- Ability to generate, organize, and implement course outlines and lesson plans to meet specific needs of students representing diverse occupations and backgrounds.
- Thorough understanding of applied academics and integrated curricula.
- Experience with online education and other alternative delivery methods preferred.
- Knowledge and application of modern computer software and hardware: MS Office Suite, email, and internet experience.

KNOWLEDGE

- Assigned subject area;
- Technological resources;
- Applicable laws, rules, and regulations;
- Teaching methods and principles;
- Budget principles;
- Curriculum requirements;
- Current trends in assigned field(s);

SKILLS

- Curriculum instruction;
- Developing curriculum;
- Managing classrooms;
- Demonstrating mastery in subject area(s);
- Assessing student progress;
- Utilizing communication and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, and others sufficient to exchange or convey information;

APPLICATIONS

Internal and External applicants complete and submit the online employment application at www.swtc.edu/jobs
For questions regarding the application process please email Human Resources at humanresources@swtc.edu or **608.822.2314**.

If you need an accommodation, call 608.822.2632 (TDD: 608.822.2072) or email disabilityservices@swtc.edu

SALARY RANGES

Bachelor's (BS) Equivalency \$45,518 - \$66,333

Advanced (AS) Equivalency/ Master's (MS) Equivalency \$49,792 - \$69,771

SELECTION PROCESS

The Review Committee will screen applicants and contact them for an interview. Meeting the minimum qualifications does not assure the candidate an interview. Final candidate's employment offer may be subject to completion of a criminal background check and pre-employment drug screening.

Southwest Tech does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The Equal Opportunity/Affirmative Action Officer has been designated to handle inquiries regarding non-discrimination policies. Call 800-362-3322, Ext. 2315 (TDD: 608-822-2072) or write Southwest Tech, 1800 Bronson Blvd., Fennimore, WI 53809.