

**Job Title: Adjunct Instructor – Graphic Design & Interactive Media & VFX**

Department: Academic Affairs

Reports to: Department Chair

FLSA Status: Part-Time, Non-Exempt

The Graphic Design and Visual Effects Department at Columbia College Hollywood is seeking adjunct instructors for the following courses to be offered for the 2021-2022 year.

- Simulations I & II
- Storyboarding
- Lighting & Rendering I & II
- Motion Capture I & II
- Real Time Assets I

**Essential Duties and Responsibilities:**

- Teach Graphic Design and/or Visual Effects coursework in on-ground classroom settings and online.
- Assist students with academic advising.
- Prepare course syllabi for assigned courses that meet the needs of students and college requirements.
- Collaborate in curriculum design and materials development for the GDIM & VFX program.
- Other duties as assigned.

**Position Requirements:**

- An M.A. or M.F.A. with at least 18 graduate hours in Graphic Design coursework is required.
- Ability to perform teaching, administrative, and clerical duties independently in order to fulfill goals and objectives of the program within the overall mission of the department, the division, and the College.
- Teaching experience at a higher educational institution is preferred.
- Demonstrated commitment to professional development, strong work ethic, and a commitment to working well with others.
- Knowledge of and demonstrated experience with integrating instructional technology into classroom experiences.

**Demonstrated work experience and/or certifications in:**

- Adobe Creative Cloud
- Graphic Workflow Technologies
- Color Management

- Houdini
- Photoshop, Illustrator, Aftereffects
- Maya, Arnold, Unreal
- Mocap hardware, MotionBuilder, Maya
- Unreal, Maya, Substance

**Documents for Application:**

- Curriculum vita or resume
- Letter of interest including desired course(s) to be taught
- Copies of teaching evaluations if available
- Digital portfolio of design-focused creative works and/or reprints of published works if available
- Names and contact information of three references.
- A statement of contributions/commitment to Diversity, Equity, and Inclusion

Candidates may be asked for further evidence of teaching, scholarly or creative work at a later date.

**Additional information**

Courses are held from 9AM – 1PM, 2PM – 6PM, 7PM – 11PM on weekdays. The courses are 11 weeks in duration with one class meeting per week. The college offers four quarters of instruction per year.

The teaching rate for all new faculty is \$50.00 per hour.

Columbia College Hollywood is a non-profit, regionally accredited, four-year liberal arts college offering degrees in creative media. We are an Equal Opportunity Employer and offer a competitive compensation and benefits package including Health, Dental, Vision, and a 401(k) plan. Qualified applicants for employment with criminal histories are considered in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.

To learn more about Columbia College Hollywood, please visit our website at <http://www.columbiacollege.edu>

Please do not call, email, or visit the campus to inquire about this position. All applications must be submitted through [HR@ColumbiaCollege.edu](mailto:HR@ColumbiaCollege.edu). Applicants that do not fit the requirements of the position listed above will not be considered. At present, there are no openings for instructors who do not possess a master's degree or higher.