

## Instructor, Business (Term)

### Winkler Regional Campus, School of Continuing Education

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number when submitting their application.

This competition may be used to establish a 6 month eligibility list of qualified candidates for future vacancies.

### DUTIES

The instructor(s) are required to teach a variety of courses in their field for Red River College Polytechnic, Regional Campuses for Business related programs delivered in Winkler. Duties include but are not limited to: maintaining student records, classroom management, student evaluation, marking and grade submission, preparing course outlines and curriculum development. The Instructors teach both online and in-person. The subject areas include Accounting, Business Law, Logistics & Supply Chain, Marketing, HR, and Management.

Note that classes are scheduled from 8am to 8 pm, Monday through Friday.

### REQUIRED QUALIFICATIONS

- Relevant post-secondary degree in business, human resources in marketing. An equivalent combination of education and experience may be considered
- Accounting instructors require a CPA designation
- Significant related business, human resource or marketing experience as applicable for the area you are applying to
- Experience in developing and delivering presentations online and in-person
- Excellent verbal communication skills
- Excellent written communication skills
- Effective leadership skills
- Excellent interpersonal skills
- Ability to work with current learning tools and technologies for delivery of instruction
- Experience building a respectful workplace culture that promotes diversity, learning and continuous improvement

### ASSETS

- Experience using LEARN, Desire 2 Learn, or a comparable learning management system
- Have previously taught courses at a College or University
- Professional Logistics and Supply Chain designation (SCMP, CLPP or similar) for Logistics Instructor
- Experience presenting via MS Teams or Cisco WebEx or comparable virtual meeting technology
- Registered Project Management Professional designation (PMP or similar)
- Chartered Professional in Human Resources (CPHR) designation for HR Instructor

### CONDITIONS OF EMPLOYMENT

- Applicants must be legally entitled to work in Canada
- Although unlikely, this position may require the applicant to work evenings and/or weekends
- Instructors are required to complete the Teaching for Learning (TFL) in Applied Education program or have previously completed the Certificate in Adult Education (CAE)

RRC Polytech campuses are located on the lands of Anishinaabe, Ininiwak, Anishinew, Dakota, and Dené, and the National Homeland of the Red River Métis.

We recognize and honour Treaty 3 Territory Shoal Lake 40 First Nation, the source of Winnipeg's clean drinking water. In addition, we acknowledge Treaty Territories which provide us with access to electricity we use in both our personal and professional lives.

### COMPETITION NUMBER

2023-206

### CLOSING DATE

November 1, 2023

### SALARY

\$32.96 - \$48.95 per hour\*

\*The successful candidate with a Masters or PhD in a related field will receive an Educational Supplement of \$2,850 or \$5,700 per annum, respectively, pro-rated on an hourly basis.

### POSITION LOCATION

Winkler Campus  
(120km outside of Winnipeg, MB)

### POSITION TYPE

Part-Time, Term Position Available  
Anticipated January 2, 2024 up to  
April 26, 2024  
Possibility of an Extension

### APPLY ONLINE AT

[rrc.ca/careers](https://rrc.ca/careers)

RRC Polytech is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits and the opportunity for personal and professional growth in a rewarding career.

At RRC Polytech we are committed to fostering an inclusive environment, where all employees and students feel valued, respected and supported. We aspire to have a workforce that is representative of the diversity within our communities, and welcome applications from women, Indigenous Peoples, persons with disabilities, racialized persons, persons of the 2SLGBTQIA+ community and others who may contribute to the further diversification of ideas. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

If you require this information in an alternate format, please contact [humanresources@rrc.ca](mailto:humanresources@rrc.ca).



RRC Polytech is committed to providing accessible employment, and ensuring that our recruitment, assessment and selection process is barrier free. If a candidate requires accommodation during the hiring process, Human Resources Services will work with the individual to meet their needs. We thank all applicants for their interest, but only those selected for an interview will be contacted. For more information and other employment opportunities, visit [rrc.ca/hr](https://rrc.ca/hr)