

Health Science Adjunct – Ben Davis University High School, Indianapolis, IN

The Adjunct Health Science Professor will work at Ben Davis University High School teaching Health Science dual-credit courses to Early College students. This instructor is responsible for assigned sections Medical Terminology – HIMT 110 - offered through Vincennes University but located at an early college site on the west side of Indianapolis. Two sections are currently set to run this spring semester on Tuesday/Thursdays from 9:20 am to 1 pm. Additional information will be given during the interview process.

Experience in teaching in the K-12 or post-secondary setting is preferred but not required.

Ben Davis University High School is an endorsed Early College in the MSD of Wayne Township Schools located on the west side of Indianapolis. This position is for an adjunct professor that works for Vincennes University at our early college high school. BDU has a supportive small school environment with 430 students who must apply, interview, and are accepted and start the program in grade 9. BDUHS only has grades 10-12 and has celebrated 100% & 99% graduation rates for the past eleven years in which students earned both their Academic & Technical Honors Diploma and their Associate Degree.

Additional information regarding credentialing is listed below. Please note that this is a FACE TO FACE position and NOT a virtual position; therefore, only local candidates will be contacted and considered.

Traditional Credentialing Requirements (Preferred)

Master's required: Associate's in Health Information Management with Master's in discipline or related area AND a minimum of four years documented related industry experience and AHIMA credential of at least RHIT.

Qualifying Fields/Majors (bolded AND listed first) or Discipline Specific Courses within Other Majors Listed

Health Information Management or related field that includes discipline-related courses

Tested Experience (Alternative) Qualifications for specified courses (excludes teaching experience)

Associate's in the discipline or related area AND a minimum of four years documented related industry experience and AHIMA credential of at least RHIT

How to Apply:

Interested applicants should submit the following, in order, via email as one pdf document: a cover letter, resume, and contact information for three references. **Title Format: LastName_FirstInitial_JobTitle** to jobs@vinu.edu or hard copy application materials may be mailed to Human Resources, 1002 North First Street, Vincennes, IN 47591.

Applications will be accepted until the position is filled. Interviews may be held concurrently with the advertising period. While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.

Please note the selected candidate will be required to submit to a criminal history background check.

Vincennes University is an Affirmative Action Equal Opportunity Employer