The University College of the Cayman Islands

Faculty/Staff Positions

The University College of the Cayman Islands is a full-fledged tertiary level institution offering a plethora of programmes in the Certificate, Associate, Bachelor and Master's levels as well as Professional and Continuing Adult Education and Workforce Training. The College operates on a twelve-month calendar and offers day and night classes. Applications are invited from suitably qualified persons for the following positions, commencing August 18th, 2014.

Qualifications and Experience for all Faculty positions

The ideal candidate should possess the following general qualifications and experience in addition to the specific requirements of the position applied:

- A minimum of four years comprehensive experience in relevant area;
- Evidence of having taught for at least three years at the undergraduate level;
- Knowledge of planning, implementation and evaluation of educational programmes in the relevant area;
- Ability to teach in more than one subject area;
- A track record in the maintenance of academic and professional excellence;
- Excellent communication, interpersonal, problem solving and team building skills to establish and maintain positive and effective working relationships with students and colleagues;
- Computer proficiency in Word, Excel, PowerPoint, Outlook;
- Experience with using a Learning Management System such as Angel would be an asset.

Reference # SHN 1401: Lecturer in Nursing

Qualifications and Experience

The ideal candidate should possess the following:

- A Master’s degree in Nursing, Nursing Education or related field from an approved university;
- A minimum of four years comprehensive experience in clinical practice;
- Registration with or eligibility for registration with the Nursing Council of Jamaica and the Cayman Islands Nursing & Midwifery Council;
- Current certification in Cardio-Pulmonary Resuscitation (CPR);
- Ability to learn and work with clinical simulation software;
- Experience in nursing simulation would be an asset.

Reference # BUS 1402: Lecturer in Accounting/Finance

Qualifications and Experience

The ideal candidate should possess the following:

- A Master’s degree in Accounting or related field from an approved university;
- Ability to teach in more than one subject area in Business Administration;
- Certification in Accounting or Finance would be an asset.

Reference # HUM 1403: Lecturer in English/Communications/Languages
Qualifications and Experience

The ideal candidate should possess the following:

- An earned Master’s degree in English, Communications, or related field from an approved university;
- Ability to teach in more than one subject area such as Communications, College/Foundation English;
- Ability to teach a foreign language such as Spanish would be an asset.

Reference # SCI 1404: Lecturer in Chemistry/Biology

Qualifications and Experience

The ideal candidate should possess the following:

- An earned Master’s degree in Chemistry, Biochemistry, or related field from an approved university;
- Ability to teach in more than one subject area such as Biology and Environmental Science.

Reference # ADJ 1405: Adjunct Faculty

Qualifications and Experience

The ideal candidate should possess an earned Master’s degree in the relevant field from an approved university. Applications are invited for Adjunct faculty in the following fields:

- **English/Languages**: Including College English Composition, Preparatory/Foundation English, and other English courses the Associate degree level
- **Accounting/Finance**: Courses at the Associate and Bachelor degree levels
- **Engineering**: Courses in Applied Science degree including Engineering Graphics, Material Science, Energy Systems, Engineering Technology (Civil/Electrical/Mechanical)
- **Education**: Courses in Associate and Bachelor degree including childhood development
- **Chemistry**: Chemistry courses including general, organic and inorganic chemistry, biochemistry
- **Business Administration**: Courses at the Associate and Bachelor degree levels including general business, business law, human resource management, and economics;
- **Law**: Law courses in Associate degree such as - An introduction to the English Legal System; Children & Family Relations; Company Law Practice & the Business Environment; and Succession Law, Probate, Wills & Estates
- **Mathematics**: College level mathematics, foundation mathematics, statistics
- **Continuing Education**: Project Management, ESOL, Foundation Mathematics

Applications (for full-time/adjunct faculty positions): must include (1) cover letter with description of experience relevant to the position, (2) curriculum vitae, (3) evidence of teaching effectiveness that might include course plan(s) or course evaluations, and (4) three current letters of reference (two (2) academic including your current supervisor, one (1) character). Application deadline is May 26th, 2014.

Benefits: Two year contract, medical and pension plan, annual leave etc. as per contract. Annual Salary Range (CIS $ 1.00 = US$ $ 1.20):

- Senior Lecturer: CIS$51,228-68,652
- Assistant Professor: CIS$55,752-74,988
- Associate Professor: CIS$60,972-81,996

Adjunct Faculty: $35-50 per hour, depending on level.

Reference # ADM 1406: Customer Service Representative

Provide customer support via telephone and/or internet (e.g. email.). Handle customer inquiries and resolve simple and basic support issues such as Blackbaud access related issues. Ensure customer satisfaction and
loyalty by resolving a wide variety of customer problems or customer education inquiries, verbally or in writing to ensure that UCCI customer objectives are fulfilled. Applications are invited from suitably qualified persons for the position of Customer Service Representative, commencing June 15th, 2014.

Applications (for Customer Service Representative): must include (1) cover letter with description of experience relevant to the position, (2) curriculum vitae, (3) three current letters of reference, and (4) academic including your current supervisor. Application deadline is May 26th, 2014.

Qualifications and Experience

The ideal candidate should possess the following:

- An earned Associate Degree in a relevant field social sciences, business, literary studies.
- A minimum of 2 years comprehensive experience in relevant area;
- Excellent communication, interpersonal, problem solving and team building skills to establish and maintain positive and effective working relationships with students and stakeholders;
- Ability to pay close attention to details;
- Multi-tasking skills and the ability to process information accurately;
- Computer proficiency in Word, Excel, PowerPoint, Outlook;

Benefits: Two year contract, medical and pension plan, annual leave etc. as per contract. Annual Salary Range (CI$ 1.00 = US$ 1.20):

Customer Service Representative: $18,324-23,672

Additional information about UCCI can be found at http://www.ucci.edu.ky.

All applications should be mailed, quoting the relevant reference number, to:

HR Search Committee,
University College of the Cayman Islands
168 Olympic Way, PO Box 702 GT, Postal Code KY-1 1107,
George Town, Grand Cayman, Cayman Islands
Or email to hr@ucci.edu.ky or fax 345-949-6781