



## HOSPITALITY INDUSTRY PROFESSIONAL PROGRAM INSTRUCTOR

The Hospitality Industry Professional program instructor will teach the following courses: "Quality Service and Reception", "Food Service", "Case Studies in the Hospitality Industry", and "Business Etiquette". The instructor will be responsible for planning and delivering approved curriculum.

### **Essential Job Duties and Responsibilities:**

- Teach up to 30 hours week.
- Prepare lesson plans.
- Deliver lectures and facilitate project-based learning (PBL) on various hospitality industry topics.
- Assist students in the learning process.
- Evaluate and monitor student progress.
- Keep necessary records to report satisfactory academic progress (SAP) to the campus dean.
- Attend quarterly instructor in-service meetings.
- Stay abreast with the novelties in hospitality industry by attending professional development activities outside of CSI.
- Organize and lead field trips for students at least once per quarter.
- Actively contribute to program improvement.
- Provide academic advising and support to students.

### **Required Knowledge, Skills, and Abilities:**

- Knowledge of pedagogical methods of teaching.
- Knowledge of project-based learning (PBL).
- Native or near-native ability to speak English.
- Ability to use the following equipment and software packages with proficiency:
  - Microsoft Office Suite.

### **Education and Experience:**

The position requires a BA degree in Hospitality Industry and/or at least two years of related work experience or evidence of specialized training or competency related to the hospitality industry. Certification(s) related to the hospitality field are a plus.

**Hourly Pay:** \$20/hr