



# College of Business

## Faculty Minimum & Preferred Hiring Guidelines

### NWTC is looking for people

- ... who are passionate about the work they do and have the desire to inspire students and transform lives.
- ... who embrace the NWTC Values: Customer Focus, Everyone Has Worth, Passion and Inspiration, Creativity and Innovation, Collaboration, Emotional Intelligence, Results and Accountability, Valuing Talent and Well Being, and Ethics.
- ... who are INDUSTRY/OCCUPATIONAL experts.

| Program (Subject Area)          | Minimum Educational Requirement | Minimum # of Full-Time Years of Occupational Experience | Preferred Educational Requirement<br><i>(Benefit Eligible Faculty are expected to have or obtain preferred degree)</i> | Preferred # of Full-Time Years of Occupational Experience |
|---------------------------------|---------------------------------|---|--|---|
| Accounting                      | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Business Management             | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Business Technology             | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Computer Support Specialist     | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Credit/Finance Institutions     | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Design and Graphic Technology   | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Digital Media Technology        | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Digital Photography             | Associate Degree                | 4   | Bachelor's Degree  | 2   |
| Entrepreneurship Instructor     | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Hotel and Restaurant Management | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Human Resources                 | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Leadership Development          | Bachelor's Degree               | 2   | Master's Degree  | 2   |

| Program (Subject Area)   | Minimum Educational Requirement | Minimum # of Full-Time Years of Occupational Experience | Preferred Educational Requirement<br><i>(Benefit Eligible Faculty are expected to have or obtain preferred degree)</i> | Preferred # of Full-Time Years of Occupational Experience |
|--------------------------|---------------------------------|---|--|---|
| Marketing                | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Network Specialist       | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Paralegal                | Bachelor's Degree               | 2   | Master's Degree OR Law Degree (J.D.)   | 2   |
| Print Technology         | Associate Degree                | 4   | Bachelor's Degree  | 2   |
| Software Developer       | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Supply Chain Management  | Bachelor's Degree               | 2   | Master's Degree  | 2   |
| Web Development & Design | Bachelor's Degree               | 2   | Master's Degree  | 2   |

- Educational and Occupational requirements MUST be directly related to subject/program area
- Degree obtainment MUST be from an accredited institution
- At a minimum, occupational experience has to have occurred at least 1 year within the last 5 years
- The aforementioned may be waived if the candidate has two years post- secondary teaching experience in the appropriate occupational field within the last 5 years

*Please refer to specific online postings for possible additional requirements.  
Requirements may be subject to change.*

**People.  
Passion.  
Purpose.**

**NWTC will fully support your transition from an industry expert to an instructor. Prior teaching experience is NOT required!**