

# CRIMINAL JUSTICE PROGRAM CHAIR

Columbia College is a young, exciting, accredited educational institution that was established in 1986. It offers a broad range of high-quality and accelerated innovative pre-career and professional programs that support continued adult learning and development. Columbia offers a wide range of intensive occupationally focused certificate and diploma programs where students obtain up to two years of highly valued and recognized college/university education in a compressed period (as little as twelve months).



We are seeking a part-time Program Chair for the Criminal Justice Department. This professional will possess a minimum master's degree in Criminal Justice, Justice Studies, or related field; and at least 10 years of field experience, preferably five years in a mid-to-senior level administrative capacity. They will be highly organized and an experienced leader and team player, an effective communicator, possess strong interpersonal skills and preferably classroom facilitator/instructor skills, are detail oriented, have a keen desire to learn and grow professionally, be open to change, and have a strong work ethic. Excellent customer service skills are a must. This professional will also be expected to facilitate/instruct several courses within the Criminal Justice program.

The successful candidate will be a career oriented professional who values continuous improvement, customer satisfaction, and excellent results. This highly motivated individual will possess computer competency in Microsoft Office, excellent facilitational skills, and have the ability to multi-task.

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*Please visit our website at [www.columbia.ab.ca](http://www.columbia.ab.ca) to learn more about the College*

Interested candidates should submit a resume with cover letter. Their cover letter will indicate date of availability, three work-related references including their current and past supervisor(s), and their hourly salary expectation.

*Only candidates selected for an interview will be contacted.  
Competition will remain open until suitable candidate is selected.*

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