



POSITION ANNOUNCEMENT

Adjunct Cosmetology Instructor (On-going Recruitment)

CAMPUS: Vary

STATUS: Temporary

Under general supervision, will provide instruction to students in Cosmetology courses. Demonstrates the use of appropriate teaching techniques. Demonstrates ability to order products and maintain appropriate inventory. Demonstrates the effective use of oral and written communication skills. Demonstrates knowledge of current safety/sanitation procedures in the field. Demonstrates the use of appropriate testing and grading procedures including proper maintenance of grade books and any other appropriate record-keeping required. Follows approved course syllabus. Completes all reports, records and invoices in a timely manner and maintains an accurate inventory of all assigned properties. Course availability vary semesterly.

MINIMUM QUALIFICATIONS

Master Cosmetologist License in the State of Georgia. At least 3 of the last 7 years must be employed in field. Strong written and verbal communication skills. Excellent interpersonal and teamwork skills.

PREFERRED QUALIFICATIONS

Associates or Bachelors degree in Technical and Adult Education or Workforce Development or a closely related field.

SALARY/BENEFITS

Salary is \$18/hr. This position is part-time and does not include benefits.

APPLICANT INSTRUCTIONS/INFORMATION

Application Deadline:

All application packets MUST be completed via the Online Job Center at www.wiregrass.edu/about/employment.php. As a part of the application process, interested candidates will also be required to upload other documents such as a resume and reference forms (see job center listing for more details). This posting will be removed from the Online Job Center on the date posted above. For more information regarding this position or application instructions, please contact the Human Resources Office at (229) 333-5356 ext. 1 or humanresources@wiregrass.edu. Pursuant to college policy, a thorough background investigation, including a criminal history records check, shall be conducted on all candidates prior to being hired for any position with the college.

Equal Opportunity Employer

Wiregrass Georgia Technical College does not discriminate on the basis of race, color, national origin, gender or disability. Any violation or questions should be directed to Shalonda Sanders, Executive Director for Human Resources, Title IX Coordinator, Room 114, 4089 Val Tech Rd, Valdosta, GA 31602, or call (229) 333-5356 ext. 4; or Sean Scally, Director of Campus Equity Compliance, Rm. 103, 4089 Val Tech Road, Valdosta, GA 31602, or call (229) 333-5356 ext. 3; Keren Wynn, VP Administrative Services, Room 535, 4089 Val Tech Rd, Valdosta, GA 31602, or call (229) 333-2103; or Deborah Smith, Director of Human Resources, Room 630C, 667 Perry House Road, Fitzgerald, GA 31750 or call (229) 468-2027; or Sabrina Cox, Director of Distance Education, Room 132, 706 W Baker Hwy, Douglas, GA 31533, or call 229-468-2022; or Ivory Gates, Director of Evening Operations, Room 120, 4089 Val Tech Road, Valdosta, GA 31602 or call (229) 333-2100 ext. 1369; or Sherry Carroll, Executive Director for Student Support, ADA Section 504 Coordinator, Room 628D, 667 Perry House Road, Fitzgerald, GA 31750, or call 229-468-2030. Telephone numbers are accessible to persons who are deaf or hard of hearing through the Georgia Relay by dialing 711 or 1-800-255-0056 from a TTY/TDD.