



POSITION ANNOUNCEMENT

Criminal Justice Adjunct Instructor (On-Going Recruitment)

CAMPUS: Other

STATUS: Temporary

Under general supervision, will provide instruction to students at High Schools in Criminal Justice courses. Demonstrates the use of appropriate teaching techniques. Demonstrates the use of appropriate testing and grading procedures including proper maintenance of grade books and any other appropriate record-keeping required. Demonstrates the effective use of oral and written communication skills. Demonstrates knowledge of current procedures in the criminal justice field. Follows approved course syllabus. Completes all reports, records and invoices in a timely manner and maintains an accurate inventory of all assigned properties. Advises students of program path and completion and other tasks as required with high school instruction.

MINIMUM QUALIFICATIONS

Bachelors of Science Degree in Criminal Justice from a regionally accredited institution. 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

Master's Degree in Criminal Justice or a Master's Degree in related field with at least 18 graduate semester hours in Criminal Justice from a regionally accredited institution. Experience teaching at the post – secondary level is preferred.

SALARY/BENEFITS

Salary is \$18.00/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

As set forth in its student catalog, Wiregrass Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).

Any violation or questions may be directed to: Shalonda Sanders, Title IX Coordinator (all campuses), Executive Director for Human Resources, Valdosta Campus, Berrien Hall, Room 114, (229) 333-5356 opt. 4 or shalonda.sanders@wiregrass.edu; OR Nicole West, Student ADA Section 504 Coordinator (all campuses), Special Populations Coordinator, Valdosta Campus, Berrien Hall, Room 116A, (229) 333-5368 or nicole.west@wiregrass.edu, *student ADA student disability claims only.

**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.