# POSITION ANNOUNCEMENT

Adjunct Faculty (English, Math, History, and Psychology)

**CAMPUS:** ALL **STATUS:** Part Time

**DUTIES:** Under general supervision, will provide instruction to students in English, Math, History, and Psychology to high school students participating in the Move on When Ready program. Develops program and course outlines, goals and objectives; Prepares lesson plans for classroom instruction for credited technical/occupational courses; Evaluates students' progress in attaining goals and objectives; Maintains program certification requirements, as appropriate; Prepares and maintains all required documentation and administrative reports; Ensures safety and security requirements are met in the training area; Meets with students, staff members and other educators to discuss students' instructional programs and other issues impacting the progress of the students; Positions are for day time instruction and may require travel to satellite locations.

**MINIMUM QUALIFICATIONS:** Master's Degree from a **regionally** accredited institution in the discipline being taught or 18 hours in subject matter at the graduate level.

**COMPENTENCIES:** Work experience must include the competencies, skills and knowledge levels required for the subject matter being taught for learning support (remedial) and general education areas. Experience as an instructor/teacher in a secondary or postsecondary setting is preferred.

**SALARY/BENEFITS:** $18 - $20 per hour. Salary is commensurate with education and experience. Adjunct positions are temporary part-time, based on quarterly student enrollment and do not include benefits or a promise of future full-time employment.

**Employment is contingent based upon successful completion of appropriate background checks.

**APPLICATION INSTRUCTIONS:**

**The position is available until filled. Applicants must complete the job application process through the Oconee Fall Line Technical College Online Job Center at www.OFTC.edu located under Employment Opportunities.** As a part of the application process, interested candidates will also be required to upload certain other documents such as a resume, unofficial transcripts, and proof of license as stated on the job ad. Incomplete submissions will not be considered. ***Note: Due to the volume of applications received, we are unable to personally contact each applicant. If we are interested in scheduling an interview, a representative from our college will contact you.***

***Equal Opportunity Institution -***

***The Technical College System of Georgia and its constituent technical colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law).***

***EEOC Coordinator - Sharon J O'Neal, 478.553.2056***
***Title IX Coordinator - Janet Smith, 478.274.7836***
***ADA/Section 504 Coordinator - Lydia Barfoot, 478.274.7786***