



Savannah Technical College

Adjunct Continuing Education Instructor -

Job Number: EDU001I

Job Posting: Apr 14, 2015 -

Closing Date: Ongoing

Primary Location: GA-Chatham

Other Locations: GA-Effingham, GA-Liberty

Job: Education

Shift: Variable

Description:

Savannah Technical College is seeking qualified, experienced, and knowledgeable working professionals who enjoy teaching to serve as Temporary/Part-Time Adjunct Instructors in Savannah Technical College's Continuing Education Programs. Courses and seminars are taught in a broad array of subjects, presented in varying formats lasting from one day to several weeks. Flexible scheduling is available, including day, evening, and weekend courses.

Characteristic Duties and Responsibilities

Typical responsibilities include, but are not limited to:

- * Preparing lesson plans for classroom instruction
- * Developing program and syllabi, goals and objectives
- * Evaluating students' progress in attaining goals and objectives
- * Preparing and maintaining all required documentation and administrative reports
- * Maintaining knowledge of current trends and developments in the field
- * Ensuring safety and security requirements are met in the classroom area

Adjunct Continuing Education Faculty are actively sought for the following disciplines:

- * Allied Health Science
- * Arts and Sciences – General Education Core, to include: Mathematics, English, Economics, and Humanities
- * Aviation Technology Airframe, Powerplant
- * Commercial Truck Driving
- * Computer Information Systems
- * Business fields, to include: Management, Financial Management, Administrative Technology, Marketing Management, and Project Management
- * Industrial Technology, to include: Air Conditioning/HVAC, Construction Management, Building Maintenance, Electronics/Electricity, Historic Preservation, OSHA Safety, Plumbing, Water/Wastewater, and Welding.

Qualifications

Required qualifications may vary by discipline taught, but generally include a minimum of three years full-time work experience and appropriate education/training credentials pertinent to the course subject matter. Formal teaching certification is not required. A Bachelor's or Master's Degree may be required to teach courses that are a component of an Associate's Degree program.

Physical Demands

Physical Demands vary largely by course subject, but most work is typically performed in a classroom environment with intermittent sitting, standing, or walking in various settings. The employee occasionally lifts or moves objects of a light to medium weight, up to 25 pounds. Lifting requirements may be higher in Industrial Technology positions. Full range of hand and finger motion may be utilized for data entry purposes.

Salary

Salary is commensurate with education and work experience. Positions are typically appointed on a course-by-course basis.

Application Deadline

Applications will be accepted on an on-going basis to establish an applicant pool. Adjunct applications are retained for one year. Candidates must pass a criminal background check. Applicants must submit an electronic application through [Team Georgia Careers](#), and attach cover letter and resume.

POSITION CONTINGENT UPON FUNDING AND ALLOCATION OF POSITION.

Note: No phone inquiries please. 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.

All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Savannah Technical College is an equal opportunity employer and does 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 those special circumstances permitted or mandated by law). [Invitation to Self-Identify](#) For compliance activities, contact Melissa Banks, Title IX and Equity Coordinator, Room A110 or (912) 443-3388, mbanks@savannahtech.edu. Send written correspondence to Savannah Technical College, Attn: Melissa Banks, 5717 White Bluff Road, Savannah, GA 31405. STC is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate degree. Candidates may be required to submit a valid Driver's License, proof of insurability, and/or a driver's history report for positions involving state travel.