**Fire Science Instructor** (PT)

Albany Technical College seeks a well-qualified, highly motivated individual to fill the position of part-time Fire Science Instructor. He/she will teach online occupational courses. This position will be based on the Dougherty County Campus but may include online delivery and face to face labs. Under general supervision, the Fire Science Instructor, instructs and supervises students in the Fire Science Technology program. He/she 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, requests and maintains supplies and equipment and prepares required budget requests. He/she will maintain program certification requirements, as appropriate, prepare and maintain all required documentation and administrative reports, and ensure safety and security requirements are met in the training area. The Fire Science instructor will meet with students, staff members and other educators to discuss students’ instructional programs and other issues impacting the progress of the students. He/she will assist with recruitment, retention and job placement efforts. He/she must have excellent interpersonal skills, excellent motivational, organizational and communication skills.

**Minimum Qualifications:** The following current and valid credentials in good standing are required and must be maintained during employment:

Applicant MUST have an Associate Degree in Fire Science Technology \*OR\* have an Associate degree in a closely related field \*AND\* MUST be a state certified Georgia Firefighter (NPQ Firefighter I and II) with three (3) years paid work experience in field.

All credentials must be provided for copying at the time of interview.

**Preferred Qualifications:** Preference will be given to those that possess post-secondary teaching experience, both traditional classroom and online instruction.

**Physical Demands:** Work is typically performed in a classroom with intermittent sitting or walking in various settings. The employee occasionally lifts or moves objects of a light to medium weight. Hand and finger motion may be required for data entry purposes.

**Salary/Benefits:** This is a part-time position and does not include insurance benefits; work hours will not exceed 29 per week. Salary is commensurate with education and work experience. Work schedule may include day, evening, and/or online courses, as assigned.

**Application Deadline:**  The position will remain open until filled.All applications packets MUST be completed via the Online Job Center at: <https://www.easyhrweb.com/JC_Albany/JobListings/JobListings.aspx> . As a part of the application process, interested candidates will be required to upload other documents including a resume, cover letter and unofficial transcripts (see job center listing for more details). This posting will be removed from the Online Job Center once the position has been filled. For more information regarding this position or application instructions, please contact the Human Resources Office hr@albanytech.edu. All positions require a pre-employment criminal background investigation, education, and employer/professional reference checks. Some positions may additionally require a motor vehicle record search, credit history check, fingerprinting, and/or drug screen. All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Copies of all transcripts should be submitted at the time of application. Official transcripts are required upon employment. Albany 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.

***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***

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| **Title IX Coordinator:**Kathy Skates, Vice-President of Administration1704 South Slappey Blvd.Albany, GA 31701229.430.3524 | **Equal Opportunity Officer:**Lola K. Edwards-Director of Human Resources1704 South Slappey Blvd.Albany, GA 31701229.430.1702 | **Section 504 Coordinator:**Regina Watts, Special Needs Coordinator,1704 South Slappey Blvd.Albany, GA 31701229.430.2854 |