

<b>Job Title</b>	INSTRUCTOR--COSMETOLOGY
<b>Department</b>	Academic Affairs
<b>Reports To</b>	Division Dean

**EMPLOYMENT TERMS:**

<i>Adjunct (Part-Time)</i>
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**QUALIFICATIONS:**

<b>Education</b>	A High School Diploma or equivalent. A postsecondary credential is preferred.
<b>Certification/ Licensure</b>	An active State of Georgia Master Cosmetologist license is required. An active State of Georgia Cosmetology Instructor license is preferred.
<b>Experience</b>	A minimum of two-years paid work experience as a Cosmetologist within the last five years. Previous experience as an instructor of Cosmetology is preferred.
<b>Desirable Knowledge, Skills, and Abilities</b>	<p>Knowledge of pedagogical practice and theory</p> <p>Knowledge of the mission of postsecondary vocational/technical education</p> <p>Knowledge of academic course standards</p> <p>Knowledge of the college's academic programs</p> <p>Skill to work cooperatively with students, faculty and staff</p> <p>Skill in the preparation and delivery of classroom content</p> <p>Skill to make timely decisions</p> <p>Skill in the operation of computers and job related software programs</p> <p>Decision making and problem solving skills</p> <p>Effective communication skills</p>

**PRIMARY DUTIES:**

<ol style="list-style-type: none"> <li>1. Provides instruction of program course(s) based on the current term schedule needs.</li> <li>2. Prepares and updates course syllabi, lesson plans, and instructional resources, for classroom instruction of credited technical/occupational courses.</li> <li>3. Utilizes differentiated instructional strategies to accommodate the adult learner.</li> <li>4. Monitors and assesses students' progress in attaining course competencies and student learning outcomes.</li> <li>5. Maintains an accurate inventory of departmental supplies and equipment.</li> <li>6. Requests departmental supplies and equipment to meet instructional and experiential learning needs.</li> <li>7. Prepares and maintains all required documentation and administrative reports.</li> <li>8. Ensures safety and security requirements are met and conducive to learning in the training area.</li> <li>9. Assists with program efforts.</li> <li>10. Incorporates strategies/initiatives to meet the college's student success agenda.</li> <li>11. Remains abreast of academic course standards and State Board licensure requirements.</li> <li>12. Performs other duties as assigned in the fulfillment of the needs, mission, and goals of Augusta Technical College.</li> </ol>
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**APPLICATION DEADLINE: Until filled**

Applications are submitted <b>on-line only</b> at <a href="http://www.augustatech.edu">www.augustatech.edu</a> .
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**TRANSCRIPT REQUIREMENTS**

Applications for this position are reviewed upon receiving all official transcripts. **Official transcripts** must be mailed directly from the educational institution to the Human Resource Office, 3200 Augusta Tech Drive, Augusta, GA 30906 or electronically to [srouse@augustatech.edu](mailto:srouse@augustatech.edu).

**PRE-EMPLOYMENT SCREENING**

Pre-Employment background checks are required

**CONTACT**

Shirley Rouse, Pre-Employment Manager at (706) 771-4026 or [srouse@augustatech.edu](mailto:srouse@augustatech.edu)

**SALARY**

Hourly

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