

Job Title	INSTRUCTOR – CORRECTIONAL INSTITUTION
Department	ADULT EDUCATION
Reports To	DEAN OF ADULT EDUCATION

EMPLOYMENT TERMS:

<i>Full-Time: Salary</i>

QUALIFICATIONS:

Education	Bachelor Degree from an accredited post-secondary institution.
Experience	Must have at least three to five years paid work experience teaching K-12 or Adult Education classes; Must have a strong understanding of Standards Based Classroom. Must be proficient at lesson planning and differentiated instruction. Must have a strong understanding of K-12 reading, writing, and math skills including Algebra and Geometry; Must have the ability to plan, organize, and coordinate work assignments. Must be computer literate (i.e., proficient with Microsoft Office). Must have the ability to meet deadlines for weekly reports and implementing good time management skills in the classroom. Must be able to attend staff meetings, local staff developments, and required training.
Desirable Skills	Teaching experience at the middle or high school level, classroom management experiencing, technology savvy, counseling capabilities, and effective communication skills. Experience at working at Correctional Facilities.

PRIMARY DUTIES:

Identify student goals based on individual pre-assessments. Teach Adult Education classes that consist of reading, math, science, social studies, and language skills based on the individualized learning needs of students. Lesson plan and deliver effective Adult Education instruction based on Standards Based Instruction. Plan, develop, and implement lessons that require the use of higher order thinking skills. Develop individualized student education plans for each participant in the program and post-test students after. Submit student attendance weekly. Monitor student data weekly. Must be willing to work a flexible schedule to accommodate students. Other duties as assigned.

APPLICATION DEADLINE:

Applications are submitted on-line only at www.augustatech.edu .
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TRANSCRIPT REQUIREMENTS

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

PRE-EMPLOYMENT SCREENING

Pre-Employment background checks are required. (Conducted through Augusta Technical College)
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CONTACT

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

SALARY

<i>Commensurate with education and experience.</i>
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 Equal Opportunity Institution