

Job Title	Adjunct Clinical/Lab Instructor – Surgical Technology Program
Department	Allied Health Sciences and Nursing
Reports To	Dean, Allied Health Sciences and Nursing (Indirect) Department Head, Surgical Technology

QUALIFICATIONS

Education	A minimum of an Associate’s degree in field or related field. Must be qualified by education and experience, and must be effective in teaching Surgical Technology OR responsibilities and ensure students in clinical sites are following what they were taught in the classroom/lab.
Professional	Must possess a credential (CST) in the field of Surgical Technology through a national certification program that is accredited by the National Commission on Certifying Agencies (NCCA).
Experience	A minimum total of two years of experience, either in the operating room scrub role or as an instructor in surgical technology, or a combination of both, within the past five years.
Desirable Skills	Understanding of the mission and philosophy of technical education. Effective communication skills. Knowledgeable about methods of students’ evaluation. Competent computer skills and ability to use common software programs (e.g. Microsoft Word, Excel, PowerPoint). The ability to implement technology into instruction.

INSTRUCTIONAL RESPONSIBILITIES

1. Instructs clinical courses for the program based on schedule needs.
2. Establishes an environment conducive to learning in the classroom and laboratory by keeping areas clean, maintaining equipment in safe order, posting safety procedures, and establishing a safety program where applicable.
3. Prepares for clinical and lab classes by selecting appropriate learning experiences as evidenced by the following: assisting in updating instructional materials such as handouts, syllabi; ordering supplies and equipment; reproducing of materials; and using a variety of learning modalities including instructional technology to augment instruction.
4. Follows course content, which is current, well organized, and related to course objectives and to student’s previous learning.
5. Demonstrates knowledge of instructional and student services policies and procedures. Submits/updates all paperwork and required reports on time.
6. Maintains credentials, licensure, and certifications required for teaching and for the profession.
7. Demonstrates effective written and oral communication skills.
8. Maintains control of class during instruction as well as handles disruptions in the lab and clinical.
9. Demonstrates respect for students as individuals.
10. Orients student to the clinical area.
11. Evaluates students clinical and lab performance using the designated tools for the course.
12. Returns clinical assignment paperwork to students in a timely manner with constructive comments.
13. Follows program procedure for lab and clinical remediation.
14. Maintains open communication with the Clinical Coordinator and clinical facility staff.
15. Communicates students’ clinical and lab progress, concerns, and absences to the Clinical Coordinator in a timely manner.
16. Demonstrates accessibility in dealing with students’ needs both individually and as a group.
17. Demonstrates excellence in instructor performance as reflected by the majority of positive responses on instructor/course evaluations.
18. Performs other related duties accompanying the position.

APPLICATION DEADLINE: Until Filled

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

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.**

PRE-EMPLOYMENT SCREENING

Pre-Employment background checks are required

CONTACT

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

SALARY

Hourly

*A Unit of the Technical College System of Georgia
Equal Opportunity Institution*