

**POSITION ANNOUNCEMENT**

**POSITION:** Computer Information Systems, Adjunct

***Classes are taught at Marietta, North Metro & Woodstock campuses both day and evening, as well as, online.***

**POSITION DESCRIPTION**:Part-time position. Adjunct instructor reports to the Associate Dean of Computers, Manufacturing and Engineering, performs all aspects of instruction for the Computer Information Systems program. Part-time position based on semester system. The person in this position is responsible for providing instruction necessary to develop and sustain the Computer Information Systems program that prepares students with employable skills for business and industry. Adjunct instructors will be required to provide virtual office hours for their classes.

**NOTE: Adjunct faculty positions are temporary, part time positions of employment appointed on a per academic term basis.**

**MINIMUM QUALIFICATIONS:**

* Educational Level: Bachelor’s Degree in Computer Information Systems, Information Systems, Information Technology or Computer Science from a regionally accredited four-year college or university

**PREFERRED QUALIFICATIONS: *(In addition to the minimum qualifications)***

* Master’s Degree in CIS, IT or CS
* Experience/ coursework in Web Applications, Programming, Networking and/or Cybersecurity preferred
* Nationally Recognized Certification
* Experience with online instruction in a postsecondary setting; experience with Blackboard or other online learning management system
* Postsecondary teaching experience with computer-assisted instruction, instructional technology, and student advisement/registration

**SALARY/BENEFITS:** Pay per course ($1700-$2600) which is dependent upon the level of the course and the workload required for the course or hourly timesheet pay. NO State benefits

**APPLICATION PROCEDURE**: APPLY ONLINE ONLY @ [www.easyhrweb.com](https://www.easyhrweb.com/JC_Chattahoochee/joblistings/joblistings.aspx).

Before a candidate is hired, a pre-employment criminal background investigation and employer/professional reference check will be conducted. Following screening, candidates may be asked to submit further documentation, including college transcripts.

**RESPONSE DEADLINE:** Open until position is filled.

**ANTICIPATED OFFICIAL EMPLOYMENT DATE:** Open-ended

**EMPLOYMENT POLICY:** *Chattahoochee Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees, diplomas, and certificates. Questions about the accreditation of Chattahoochee Technical College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling*[*(404) 679-4500*](tel:(404)%20679-4500)*, or by using information available on SACSCOC’s website (*[*www.sacscoc.org*](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.sacscoc.org%2F&data=04%7C01%7Cshereida.austin%40chattahoocheetech.edu%7C76f352afebe0445368de08d8eefff055%7C74981b26ccc14e7eafc6720c4c6b0050%7C1%7C0%7C637522130298847941%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=P6jnkbKapKl2v1Bj5z8MBlmtFLVd6T1LQYy8vYOC79Y%3D&reserved=0)*).*

*As set forth in its student catalog, Chattahoochee Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). The following person(s) has been designated to handle inquiries regarding the non-discrimination policies: Chattahoochee Technical College Title IX Coordinator, Shanequa Warrington, 980 S Cobb Drive, C 1102B, Marietta, GA 30060, 770-975-4023,* [*Shanequa.Warrington@chattahoocheetech.edu*](mailto:Shanequa.Warrington@chattahoocheetech.edu) *and Chattahoochee Technical College Section 504 Coordinator, Caitlin Barton, 5198 Ross Road, Building A1320, Acworth, GA 30102, (770) 975-4099, or*[*Caitlin.Barton@chattahoocheetech.edu*](mailto:Caitlin.Barton@chattahoocheetech.edu)*.*

***A Unit of the Technical College System of Georgia.***