## POSITION ANNOUNCEMENT

**POSITION: Occupational Therapy Assistant Lab Instructor**

**POSITION DESCRIPTION: Part-time position**

Adjunct faculty responsibilities are centered on co-instruction and evaluation of student practical skills performance in the lab setting.

**MINIMUM QUALIFICATIONS:**

* Holds current state of Georgia OT or OTA license
* Holds Associates degree or higher
* Strong interpersonal and communication skills
* At least one year experience as an OT or OTA
* Routine availability during daytime hours on Tuesdays

**PREFERRED QUALIFICATIONS:**

* Extensive experience with assessing function/cognition, and developing and delivering occupational therapy interventions for older adult clients, groups, and populations.
* Knowledge and experience Microsoft Office products

**SALARY/BENEFITS: Salary $38 per hour. There are no State Benefits.**

**APPLICATION PROCEDURE:**

APPLY ONLINE ONLY @ [www.chattahoocheetech.edu](http://www.chattahoocheetech.edu) and select “me@CTC” then “Jobs and Careers at Chatt Tech.” Fill out an online application and upload resume, unofficial transcript, and cover letter. 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.

Please be aware that all Chattahoochee Technical College employees must be paid by DIRECT DEPOSIT unless exempted by the State Accounting Office based on “hardship” evidence provided by the employee.

**RESPONSE DEADLINE:** **open until filled**

**ANTICIPATED EMPLOYMENT DATE: January, 2023**

**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%7C848e414b7f88429d188908d8ef129b16%7C74981b26ccc14e7eafc6720c4c6b0050%7C1%7C0%7C637522210499865097%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=CrCny4cJJZoaBnMxTtjjB1mhjLL7U33Hhl8g0cgwQr0%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.***