



**Clinical Lab Adjunct Instructor for
Emergency Medical Services (EMS)
Part Time
Multiple Campuses**

Job Summary:

Georgia Northwestern Technical College is seeking qualified applicants for the part time position of Clinical Lab Adjunct Instructor for Emergency Medical Services (EMS) to be located on multiple campuses and may be required to travel to other campuses to meet operational requirements. This position will report to the Dean of Nursing and Health Technologies and will work closely with the EMS Lead Instructors, EMS Clinical Coordinator, and EMS Program Director. Responsibilities include: instruction, scheduling, hour and competency review, clinical trainings and assignments, assisting in labs, student evaluations, documentation review, and other duties as assigned.

Duties/Responsibilities:

- Schedule student clinical rotation at various clinical sites.
- Visit clinical facilities to check student progress and verification of participation.
- Assist faculty members with classroom instruction, exams, record keeping, adherence to safety procedures, tracking attendance and other miscellaneous tasks related to instruction.
- Tutor or mentor students.
- Perform laboratory research.
- Clean labs as needed.
- Obtain materials needed for classes, including texts and other materials.
- Other duties as assigned.

Competencies:

- Ability to research technical issues
- Ability to learn new software and hardware applications
- Ability to manage time
- Quality management skills
- Customer service skills
- Oral and written communication skills

Minimum Qualifications:

Current Paramedic License. Three (3) years paid work experience in the field or related field.

Preferred Qualifications:

Teaching experience. Classroom management experience. Experience with Platinum, TCPS, ACEMAPP, GEMSIS Elite, and MyGEMSIS.

Physical Demands:

Work is typically performed in a classroom or office environment with intermittent sitting, standing, or walking in various settings. The employee occasionally lifts or moves objects to a light to medium weight. Full range of hand and finger motion may be utilized for data entry purposes.

If the job involves driving, physical requirements include the ability to operate a vehicle and sit for extended periods.

Salary: \$30.60 per hour

Benefits:

If this is a part time position, no benefits are available.

Application Deadline: Open until filled.

Application Process:

All application packets MUST be completed via the GNTC Online Job Center at www.gntc.edu/about/employment/. We do not accept resumes, transcripts, etc. in any other format except through the Online Job Center. As a part of the application process, interested candidates will also be required to upload documents such as a resume, work references, contact information, education credentials such as licenses, certifications, and transcripts, if applicable and those applicable will be verified prior to beginning employment. Pursuant to college policy, a thorough background investigation, including a criminal history records check, shall be conducted on all candidates prior to employment. Some positions may require a motor vehicle record search, credit history and drug screen. **No phone calls or emails please.**

A Unit of the Technical College System of Georgia

Equal Opportunity Employer

A unit of the Technical College System of Georgia, as set forth in its student catalog, GNTC complies with the Technical College System of Georgia (TCSG). The TCSG State Board prohibits discrimination on the basis of an individual's age, color, disability, genetic information, national origin, race, religion, sex or veteran status ("protected status"). No individual shall be excluded from participation in, denied the benefits of or otherwise subjected to unlawful discrimination, harassment or retaliation under any TCSG program or activity because of the individual's protected status; nor shall any individual be given preferential treatment because of the individual's protected status, except the preferential treatment may be given on the basis of veteran status when appropriate under federal or state law. Title IX and Equity Coordinator: Linda McEntire, Floyd County Campus, Building I Room 105, 706-516-5184, lmcentire@gntc.edu.