

POSITION ANNOUNCEMENT(S)



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| **POSITION TITLE:** | | **Adjunct Accounting Instructor** | |
| **POSITION DESCRIPTION:**  The Adjunct Accounting instructor will be responsible for teaching accounting courses with the following duties:   * Prepares lesson plans and delivers online instruction * Assist with developing course syllabi, goals and objectives, and student learning outcomes * Evaluates students' progress in attaining goals and objectives * Prepares and maintains all required documentation and administrative reports * Meets with students, staff members and other educators to discuss students' instructional programs and other issues impacting student progress * Displays a high level of effort and commitment to performing work * Operates effectively within the organizational structure * Demonstrates trustworthiness and responsible behavior * Stays abreast of industry trends and related local needs | | | |
| **MINIMUM QUALIFICATIONS:**   * Master’s degree in Accounting; or a Master’s degree in a related field with 18 graduate semester hours in Accounting from an accredited post-secondary institution. * Three years’ experience working or teaching in Accounting. * Must possess and demonstrate effective verbal/written communication skills. | | | |
| **PREFERRED QUALIFICATIONS:**   * Documented experience teaching post-secondary Accounting courses. * Experience in distance education and demonstrated use of technology | | | |
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| **SALARY/BENEFITS:**  Commensurate with qualifications. Benefits include paid state holidays, annual and sick leave, retirement options, and State of Georgia Flexible Benefits package. | | | |
| **APPLICATION DEADLINE:**  Open Until Filled | | | |
| |  | | --- | | **TO APPLY:** Please submit an online application using the OTC online job center website. All positions require a pre-employment criminal background investigation, education, and employer/professional reference checks. Some positions may additionally require a motor vehicle record search, credit history check, and/or drug screen. All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Copies of all transcripts should be submitted at the time of application for faculty positions. Official transcripts are required upon employment. For more information, please contact the Director for Human Resources at 912.871.1801 or [employment@ogeecheetech.edu](mailto:employment@ogeecheetech.edu).  The following individuals have been designated to handle inquiries regarding the non-discrimination policies: For Title IX: Christy Rikard, Office: 198C, Phone: 912.486.7607, [crikard@ogeecheetech.edu](mailto:crikard@ogeecheetech.edu). For ADA/Section 504: Sabrina Burns, Accessibility and Special Populations Coordinator, Phone: 912.486.7211, [sburns@ogeecheetech.edu](mailto:sburns@ogeecheetech.edu).  As set forth in its student catalog, Ogeechee 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 individuals have been designated to handle inquiries regarding the nondiscrimination policies: Christy Rikard, Ogeechee Technical College One Joseph E. Kennedy Blvd., Office 191, Joseph E. Kennedy Building, Statesboro, GA 30458, 912.486-7607, crikard@ogeecheetech.edu and Sabrina Burns, ADA/Section 504 Coordinator, Ogeechee Technical College, One Joseph E. Kennedy Blvd., Office 189, Joseph E. Kennedy Building, Statesboro, GA 30458, 912.486.7211, sburns@ogeecheetech.edu | |  | | |
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