

POSITION ANNOUNCEMENT(S)



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| **POSITION TITLE:** | **Adjunct Dental Assisting Instructor** |
| **POSITION DESCRIPTION:**  Under general supervision, prepares lesson plans and develops course syllabi, goals and objectives. Evaluates students' progress in attaining goals and objectives. Prepares and maintains all required documentation and administrative reports. Ensures safety and security requirements are met in the training area. Meets with students, staff members and other educators to discuss students' instructional programs and other issues. Assists with recruitment, retention and job placement efforts. | |
| **MINIMUM QUALIFICATIONS:**   * A bachelor’s degree * Current dental assisting credential required by the state of Georgia * Hold a Dental Assisting National Board “Certified Dental Assistant” credential * Certified in Healthcare Provider CPR | |
| **PREFERRED QUALIFICATIONS:**   * Two years paid work experience in-field within the past seven years * Teaching experience in higher education * Experience with instruction, instructional methodologies, evaluation and assessment, and active participation in appropriate professional/occupational organizations. | |
| **SALARY:** Commensurate with qualifications. | |
| **APPLICATION DEADLINE:**  Open Until Filled | |
| **TO APPLY:** Please submit an online application using the OTC online job center website. A criminal history records check is required as a condition of employment. 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 [employment@ogeecheetech.edu](mailto:employment@ogeecheetech.edu). | |
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