

POSITION ANNOUNCEMENT(S)

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| **POSITION TITLE:** | **Adjunct Emergency Medical Technician (EMT) Instructor/ Clinical Coordinator** |
| **POSITION DESCRIPTION:**Under general supervision, prepares lesson plans for classroom instruction for the EMT/AEMT program. Assist the Program Director with development of the program, syllabi, goals and objectives. Evaluates students' progress in attaining goals, objectives, and state certifications. Demonstrates appropriate testing and grading of cognitive exams and practical skills, including proper maintenance of grade books and any other appropriate record keeping requirements. Monitors student use of supplies, materials, and equipment. Advises and counsels students, and maintains appropriate advisement records on each student. 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. |

Under general supervision, develops, implements, monitors, and evaluates all phases of the clinical and internship training for the Paramedicine Program. The clinical coordinator is responsible for arranging all rotation schedules each semester, maintaining clinical education records, maintaining inventory of supplies, and assisting with equipment maintenance. Establishes, develops, and maintains an adequate number of clinical education sites relative to quality, quantity and diversity of learning experiences. Collaborates with clinical faculty to promote, coordinate, plan, and provide clinical faculty development opportunities using effective instructional methodologies and technologies. Administers a system for the academic program's clinical education records. Acts as an intermediary among the appropriate parties to facilitate the acquisition of clinical education agreements. Provides ongoing communication with clinical educators at each clinical education site. May also assist EMT/AEMT instructor with the teaching of EMT/AEMT lab skills.

**Minimum Qualifications**

* Associate degree in Paramedic Technology or equivalent (AAS or AS).
* Current licensure in good standing as an Advanced EMT, Cardiac Technician, Paramedic, Registered Nurse, Physician’s Assistant, or Physician.
* Georgia Level II EMS Instructor License.
* BLS certification as a CPR instructor
* Excellent oral and written communication skills, organizational and planning skills.
* Minimum of three years of full-time paid in field work experience within the past seven years.
* Knowledge of the rules and regulations of the Department of Public Health Office of Emergency Medical Services & Trauma and The National Registry of Emergency Medical Technicians.
* Candidate must be proficient in, demonstrate, and assess current EMT skills.

**Preferred Qualifications**

* Bachelor’s degree in Paramedic Technology or equivalent.
* Georgia Level III EMS Instructor License.
* Certification as a Paramedic by the National Registry of Emergency Medical Technicians.
* Previous post-secondary teaching experience.

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| **SALARY/BENEFITS:**Commensurate with Qualifications |
| **APPLICATION DEADLINE:** Open Until Filled |
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| **TO APPLY:** Please submit an online application using the OTC online job center website. All positions require a 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.The following individuals have been designated to handle inquiries regarding the non-discrimination policies: For Title IX: Cindy Phillips, Office: 191, Phone: 912.871.1620, cphillips@ogeecheetech.edu. For ADA/Section 504: Sabrina Burns, Disability and Student Support Services Director, Office: 189, Phone: 912.486.7211, 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: Cindy Phillips, Ogeechee Technical College One Joseph E. Kennedy Blvd., Office 191, Joseph E. Kennedy Building, Statesboro, GA 30458, 912.871-1620, cphillips@ogeecheetech.edu and Sabrina Burns, ADA/Section 504 Director, 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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