

POSITION ANNOUNCEMENT(S)

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| **POSITION TITLE:** | **Adjunct Instructor Phlebotomy Technician**  |
| **POSITION DESCRIPTION:**Under general supervision, prepares lesson plans for classroom instruction for phlebotomy program; develops program curriculum, syllabi, goals, and objectives; evaluates students’ progress in attaining goals and objectives. 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. Ensure 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. The position may require committee and project assignments as well as day/evening/online classes and activities. |

**Minimum Qualifications**

* Phlebotomy Technician Certificate or a diploma/degree in a related health science program with current certification (e.g., Nursing, Medical Assisting, Medical Laboratory Technology, Advanced Emergency Medical Technician, or Paramedic).
* One year of relevant work experience.
* Proficiency in blood draw procedures.
* Excellent communication skills (both oral and written), along with strong organizational and planning abilities.

**Preferred Qualifications**

* Associate’s degree in related field from an accredited post-secondary institution.
* MLT (ASCP), MT, MLS (ASCP)
* Extensive in-field experience
* 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: Christy Rikard Office: 198C1, Phone: 912-486-7607, crikard@ogeecheetech.edu. For ADA/Section 504: Sabrina Burns, Disability and Student Support Services Director, Office: 711, 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: Christy Rikard, Ogeechee Technical College One Joseph E. Kennedy Blvd., Office 198C, Joseph E. Kennedy Building, Statesboro, GA 30458, crikard@ogeecheetech.edu and Sabrina Burns, ADA/Section 504 Director, Ogeechee Technical College, One Joseph E. Kennedy Blvd., Office 711, g Assessment Center Building, Statesboro, GA 30458, 912.486.7211, sburns@ogeecheetech.edu |
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