



POSITION: Dental Hygiene Instructor, Full-Time Position, Vidalia campus

DESCRIPTION:

Under general supervision, the instructor will provide effective instruction to students in classroom and laboratory settings. This role includes preparing syllabi and lesson plans, developing program goals and objectives, and assessing student progress toward those goals. The instructor must demonstrate the ability to teach all components of the curriculum, utilizing appropriate teaching techniques and assessment methods. Additionally, the instructor will maintain accurate records, participate in professional development, and collaborate with students and college personnel to support student success. The work hours for this position are scheduled Monday through Thursday, 10 hours per day.

Key Responsibilities:

- Deliver instruction in accordance with approved course syllabi, including classroom and laboratory formats.
- Prepare and update syllabi, lesson plans, and instructional materials.
- Develop and implement program goals and student learning objectives.
- Evaluate and monitor student progress, providing feedback and support to facilitate achievement.
- Employ appropriate teaching methods, testing, and grading procedures, including maintaining accurate grade books and records.
- Communicate effectively through oral and written means with students and college staff.
- Stay current with industry procedures and best practices.
- Complete all required reports, records, and invoices promptly.
- Maintain an accurate inventory of assigned equipment and materials.
- Attend and complete all required professional development activities.
- Meet with students and college personnel to discuss instructional programs and student progress.
- Adhere to all institutional policies, procedures, and standards set by the Technical College System of Georgia (TCSG) and accreditation agencies.
- Travel as needed for meetings or instructional purposes.

Qualifications:

- Valid teaching credentials as required by the TCSG Policy Manual.

- Demonstrated ability to teach all aspects of the curriculum.
- Strong organizational, communication, and recordkeeping skills.
- Commitment to ongoing professional development.
- Ability to adapt to various instructional settings, including traditional, online, and clinical environments.

MINIMUM QUALIFICATIONS:

- Baccalaureate degree
- Registered Dental Hygienist. Applicants must have an active Georgia Dental Hygiene License in good standing with the Georgia Board of Dentistry
- Current Basic Life Support CPR Certification
- At least three years of recent employment as a dental hygienist
- Current continuing education
- Excellent interpersonal skills and work ethics
- Efficient computer and technology skills

PREFERRED QUALIFICATIONS:

- Bachelor of Science degree in dental hygiene from a program accredited by the Commission on Dental Accreditation
- Continuing education in all dental hygiene subjects
- Current certification in administering Local Anesthesia
- Prior experience teaching in a dental hygiene program accredited by the Commission on Dental Accreditation
- Prior instructional experience in the post-secondary educational setting including knowledge of educational methodology techniques, proficiency in preparation and delivery of instruction, curriculum design, and teaching using standards of educational and professional practice

SALARY/BENEFITS:

Salary is to be commensurate with education and work experience. Benefits include paid state holidays, annual leave and sick leave, and the State of Georgia Flexible Benefits package.

APPLICATION DEADLINE: Open until filled

APPLICATION PROCEDURES:

All application packets MUST be completed via the [Online Job Center](#). As part of the application process, interested candidates will also be required to upload other documents such as a letter of interest, resume, and transcripts (see job center listing for

more details). For more information regarding this position or application instructions, please contact Melanie G. Walker, Director of Human Resources Office at 912-538-3230 or mwalker@southeasterntech.edu

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