

Human Resources

900 South GA Tech Pkwy

Americus, GA 31709

229-931-2450

**Economics Adjunct Instructor**

***Campus: Online and In-Person Classes***

Under general supervision, will provide instruction to students at SGTC in Economics course. Demonstrates the use of appropriate teaching techniques. Demonstrates the use of appropriate testing and grading procedures including proper maintenance of grade books and other appropriate record-keeping required. Demonstrates the effective use of oral and written communication skills. Demonstrates knowledge of current procedures in the field. Follows approved course syllabus. Completes all documentation related to assigned courses in a timely manner and maintains an accurate inventory of all assigned property. Provides direction for students concerning course material. All other duties assigned.

***Minimum Qualifications***

Master's degree from an accredited college or university and 18 graduate semester hours specifically in Economics.

Excellent verbal, written, interpersonal and organizational skills. Proficient computer skills, especially in the use of MS Office, particularly Word and Outlook. Must be student oriented and customer friendly.

***Preferred Qualifications***

Postsecondary teaching experience preferred.

***Salary/Benefits:*** Commensurate with education and experience. All adjunct positions are part-time temporary, less than 25 hours per week, based on student enrollment each term, and do not include benefits or a promise of future full-time employment.

***Position Available:***  Fall Semester

***Applicant Instructions/Information***

Please complete the SGTC application on our website [www.southgatech.edu](http://www.southgatech.edu); access this by clicking on the link **Careers** @ **SGTC.** For further assistance call the Human Resources office at (229) 931-2454 or by emailing erika.carrillo@southgatech.edu. Pursuant to college policy, a thorough background investigation, including a criminal history check, shall be conducted on all candidates prior to being hired for any position with SGTC.

Equal Opportunity Employer.

*As set forth in its student catalog, South Georgia 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 person has been designated to handle inquiries regarding the non-discrimination policies: Eulish Kinchens, V.P. of Student Affairs, Odom Building, 900 S. GA Tech Pkwy, Americus, GA 31709, 229-931-2249 or ekinchens@southgatech.edu.*