**ECONOMICS INSTRUCTOR**

 **(PART TIME)**

**GRIFFIN CAMPUS**

**MINIMUM QUALIFICATIONS:**

Applicant must have a Master’s degree in Economics or a related field or a Master’s degree with a minimum of 18 semester or 30 quarter graduate hours in Economics from a regionally accredited college or university. Proficiency in computer applications software required. Applicant must display excellent written and verbal communication skills.

**PREFERRED QUALIFICATIONS:**

Master’s degree in Economics from a regionally accredited college or university. Prior teaching or training experience at the post-secondary level. Experience with Blackboard Learning LMS and MSOffice, a plus.

**RESPONSIBILITIES**:

This individual will be responsible for teaching day, evening and/or on-line classes in Economics and have an ability to convey technical concepts effectively to different constituencies at a level appropriate to the audience, and an understanding of the mission of technical education. Under general supervision, prepares lesson plans for classroom and online instruction; develops program curriculum, syllabi, goals, and objectives; evaluates students’ progress in attaining goals and objectives; prepares and maintains all required documentation and administrative reports; attends various professional development training.

**COMPETENCIES**:

Knowledge of pedagogical practice and theory;

Knowledge of the mission of postsecondary vocational/technical education;

Knowledge of academic course standards;

Knowledge of the college’s academic programs;

Skill to work cooperatively with students, faculty and staff;

Skill in the preparation and delivery of classroom content;

Skill to make timely decisions;

Skill in the operation of computers and job related software programs;

Decision making and problem solving skills;

Skill in interpersonal relations and in dealing with the public;

Oral and written communication skills

**SALARY:**

This is a part-time position without insurance benefits; work hours will not exceed 29 per week. Hourly rate is commensurate with education and work experience.

**SPECIAL NOTES:**

Only those who are scheduled for an interview will be notified of the status of the position.

Candidates must successfully complete a criminal background investigation and motor vehicle screening.

Southern Crescent Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, 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 have been designated to handle inquiries regarding the non-discrimination policies: Title IX/Equity Coordinator (Griffin Campus, Butts County Center, Henry County Center, and Jasper County Center), Assistant Director of Student Services, 501 Varsity Road, Mobile Unit 6B, Griffin, GA 30223, 770-228-7382; ADA/Section 504 Coordinator (Griffin Campus, Butts County Center, Henry County Center, and Jasper County Center)  Special Services Coordinator, 501 Varsity Road, Mobile Unit 6B, Griffin, GA 30223, 770-228-7258; Title IX/Equity and ADA/Section 504 Coordinator (Flint River Campus) Special Services Coordinator, 1533 Highway 19 South, Room A-252, Thomaston, GA 30286, 706-646-6224. (Employee complaints), Director of Human Resources, Human Resources, 501 Varsity Road, Griffin, GA 30223, 770-229-3454. Any complaints filed against the Title IX/Equity Coordinator or ADA/Section 504 Coordinator on any campus/center shall be handled by, Vice President for Student Affairs, 501 Varsity Road, Room 700, Griffin, GA 30223, 770-228-7348.