

**Job Announcement**

**Position:**  Part Time Adult Education Instructor

**Location:** Carroll Campus

**Department:** Adult Education

**Reports to:** Lead Instructor

**Job Code:**  10214

**Nature of Duties:** Under the Lead Instructor’s supervision**,** the part-time GED Teacher provides instruction in academic areas (reading, writing, English, mathematics).Instruction is according to the individual needs of each participant as measured by pre-testing. For those students who demonstrate readiness for GED preparation, instruction includes writing skills/essay, social studies, and science, in addition to appropriate levels of math, reading/literature.

Class meets Tuesday through Thursday 5:30pm to 8:30pm

**Minimum Qualifications:**

* Completion of a bachelor's degree from a college or university

**Preferred Qualifications:**

* Experience teaching adults basic academic skills (reading, math, writing) in a formal educational setting. Advanced degrees in content areas of reading, math, English, curriculum and instruction, adult education, or special education, are preferred.
* Preference may be given to applicants with previous teaching experience in adult education or other related field.

**Salary/Benefits:** $18.00/hour – no benefits Tuesday through Thursday 5:30pm to 8:30pm plus ½ hour for planning each class day for a total of 10.5 hours per week

This position is contingent upon funding, therefore, employment is not guaranteed from quarter to quarter.

**Method of Application:** Interested candidates should apply through electronic application system at: [WGTC Job Center](https://www.easyhrweb.com/JC_WestGaTech/joblistings/joblistings.aspx)

***Employment Policy***

*The Technical College System of Georgia and West Georgia Technical College do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, disabled veteran, veteran of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law) in educational programs, activities, admissions or employment. All applicants will be considered; however, only selected applicants may be interviewed.  Approval of employment does not constitute a contract.  Continued employment is contingent upon job performance and funding.*

***Notes***

1. *Unofficial Transcripts, resume, and proof of applicable certifications\licensure are required for consideration. Official transcripts and prior employment verification required within 30 days of hire for continuous employment.*
2. *Selected candidate must successfully complete a background check to include employment references, criminal history, and verification of employment prior to hire.*
3. *West Georgia Technical College is not currently sponsoring work visas at this time.*
4. *This position is not eligible for relocation assistance.*