

**Adjunct Job Announcement**

**Position:**  Hotel, Restaurant, Tourism, Management (HRTM) Instructor

**Location:** Online

**Department:** Academic Affairs

**Reports to:** Associate Dean, School of Business and Public Services

**Nature of Duties:** Under general supervision prepares lesson plans for classroom instruction for credited technical/occupational courses; develops program curriculum, syllabi, goals, and objectives; evaluates students’ progress in attaining goals and objectives. Prepares and maintains all required documentation and administrative reports; ensures safety and security requirements are met in the discipline area; Teaches Hotel, Restaurant, Tourism, Management courses in a classroom/lab/field environment that closely simulates the environment of the industry while maintaining knowledge of current trends and developments in the field. Provides instruction in the theory and practical applications; establishes, measures, and evaluates program or departmental student learning outcomes for continuous student improvement and success. Requires strong computer skills, communication skills, and ability to interact effectively with a diverse student population.

**Minimum Qualifications: (candidates must meet all minimum qualifications to be considered)**

* Master’s Degree in Business Management with a minimum of nine graduate semester hours in Hotel, Restaurant, Tourism, Hospitality Management; or Master’s Degree in a related field with 18 graduate semester hours in Management and a minimum of nine graduate semester hours in Hotel, Restaurant, Tourism, Hospitality Management; or Master’s Degree in Business Management, Management or related field with a minimum of three years’ experience in-field (Hotel, Restaurant, Tourism, Management)
* Three years’ experience in-field

**Preferred Qualifications:**

* Master’s Degree in Hotel, Restaurant, Tourism, Hospitality Management
* Teaching experience at the postsecondary level
* Online teaching experience

**Method of Application:** Interested candidates should apply through electronic application system at: [WGTC Job Center](https://www.easyhrweb.com/JC_WestGaTech/joblistings/joblistings.aspx). *Unofficial transcripts, resume and proof of applicable certifications/licensures are required for consideration.*

**Note**: Selected candidate must successfully complete a background check to include employment references, criminal history, and verification of employment.

**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.