



## **POSITION ANNOUNCEMENT**

### **Adult Education ESL Instructor (CFE)**

**CAMPUS:** Coffee

**STATUS:** Part-time

**POSTING TYPE:** **Regular posting**

Responsible for providing literacy instruction to adult education students on the Coffee Campus who are pursuing upgraded and basic academic skills in reading, writing, English and math, possibly leading to a GED credential. There will be a significant instructional focus on English as a Second Language (ESL). Classes will be taught Monday-Thursday, 8 a.m.-12 noon.

#### **MINIMUM QUALIFICATIONS**

Bachelor's Degree in Education or a closely related field. Excellent verbal, written, interpersonal, computer, and organizational skills.

#### **PREFERRED QUALIFICATIONS**

Experience in teaching adults who are English-as-a-second language learners and/or low-level learners. Prior experience (paid or unpaid) with Adult Education services is a plus. Proficient in computers, Microsoft Word and Excel.

#### **SALARY/BENEFITS**

Salary is \$16/hr. All AES part-time teaching positions are temporary, 19 hours or less per week, based on student enrollment each term, and do not include benefits or a promise of future full-time employment.

#### **APPLICANT INSTRUCTIONS/INFORMATION**

**Application Deadline:** **Thursday, April 20, 2017**



Or Until Filled



On-Going

All application packets MUST be completed via the Online Job Center at [www.wiregrass.edu/about/employment.php](http://www.wiregrass.edu/about/employment.php). As a part of the application process, interested candidates will also be required to upload other documents such as a resume, transcripts, etc (see job center listing for more details). This posting will be removed from the Online Job Center on the date posted above. For more information regarding this position or application instructions, please contact the Human Resources Office at (229) 333-5356 or [humanresources@wiregrass.edu](mailto:humanresources@wiregrass.edu). Pursuant to college policy, a thorough background investigation, including a criminal history records check, shall be conducted on all candidates prior to being hired for any position with the college.

#### **Equal Opportunity Employer**

As set forth in its student catalog, Wiregrass 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).

Any violation or questions may be directed to: Shalonda Sanders, Title IX Coordinator (all campuses), Executive Director for Human Resources, Valdosta Campus, Berrien Hall, Room 114, (229) 333-5356 or [shalonda.sanders@wiregrass.edu](mailto:shalonda.sanders@wiregrass.edu); OR Katrina Royal, Student ADA Section 504 Coordinator (all campuses), Special Populations Testing Services Coordinator, Valdosta Campus, Berrien Hall, Room 116A, (229) 333-2100 ext. 1236 or [katrina.royal@wiregrass.edu](mailto:katrina.royal@wiregrass.edu), \*student ADA student disability claims only.

\*\*Telephone numbers are accessible to persons who are deaf or hard of hearing through the Georgia Relay by dialing 711 or 1-800-255-0056 from a TTY/TDD.

Thursday, April 06, 2017

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