



POSITION ANNOUNCEMENT

Surgical Technology Program Coordinator (VLD)

CAMPUS: Valdosta

STATUS: Full-time

POSTING TYPE: Regular posting

The Program coordinator is responsible for the organization, administration, continuous review, planning, development, and general effectiveness of the program. Responsible for the execution of the program standards of an accredited program of study to include classroom instruction, identifying appropriate resources and teaching methods, and evaluating students' progress in attaining goals and objectives. Coordinator of clinical activities. Travel to clinical sites is required.

Position may include variable hours and include clinical supervision of students. Requirements include ensuring a safe and healthy work environment by complying with college health and safety policies, standard practices in maintaining occupational health and safety legislation and regulations.

Wiregrass Georgia Technical College seeks to recruit, hire, and retain faculty and staff who display a willingness to support students of underrepresented gender and minority groups, as well as students with disabilities. All employees of the college are required to participate fully in the realization of equity in recruitment, enrollment, retention, graduation, and placement of students enrolled or who seek to become enrolled in programs at the college, with a special emphasis on nontraditional program

MINIMUM QUALIFICATIONS

An Associate's degree in any field or discipline; 5 years of current experience in the operating room in the scrub role or 5 years of current experience as an instructor of surgical technology or a combination of both; demonstrate proficiency in instructional methodology, curriculum design, and program planning; possess a credential in the field of surgical technology through a national certification program that is accredited by the national Commission on Certifying Agencies (NCCA).

PREFERRED QUALIFICATIONS

Previous experience in post-secondary education.

SALARY/BENEFITS

Salary is commensurate with education and experience. This is a full time position with standard State of GA benefits.

APPLICANT INSTRUCTIONS/INFORMATION

Application Deadline: Tuesday, July 31, 2018

☒ Or Until Filled ☐ On-Going

All application packets MUST be completed via the Online Job Center at <https://www.wiregrass.edu/about/employment>. 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. 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. Please review the minimum qualifications section for other background checks which may be required.

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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, Brooks Hall, Room Rm. 548, (229) 333-5356 or 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, *student ADA student disability claims only.

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**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, July 19, 2018

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