



**Adult Education
Part-Time Teacher
Murray County**

Georgia Northwestern Technical College (GNTC) is seeking qualified applicants for the position of Adult Education Part Time Teacher. This position is located at the Murray County Library in Chatsworth. This position will involve teaching classes in the areas of language arts, mathematics, science, and social studies, evaluating and recording the students' progress in attaining goals, and helping students transition to college or career. The successful candidate will develop lesson plans and deliver instruction in Adult Basic Education, Adult Secondary Education and preparation for the General Educational Development (GED) credential. Must be available to teach evening classes, maintain a safe and secure classroom environment, participate in professional development activities, and prepare required documentation and reports.

Required Qualifications: Bachelor's degree from a regionally accredited college or university. Excellent organizational, communication, and interpersonal skills along with excellent computer skills. Skilled in integrating technology in the classroom. Prior middle, secondary or post-secondary teaching and classroom management experience in at least one subject area (English, Math, Science or Social Studies) is required.

Preferred Qualifications: Bachelor's or Master's degree in English, Math, Science or Social Studies. Experience teaching academic skills to adult learners. Experience in administering standardized tests. Teaching certification is a plus.

Salary Range and Schedule: \$17-\$19 per hour depending on years of teaching experience. Classes will meet at the library for two or three evenings per week. There will be six hours of instruction per week plus two hours of planning for a total of eight hours per week. Position and hours based on funding and enrollment.

Application Deadline: Open until filled

Application Process: All application packets MUST be completed via the GNTC Online Job Center at www.GNTC.edu. We do not accept resumes, transcripts, etc. in any other format except through the Online Job Center. As a part of the application process, interested candidates will also be required to upload documents such as a resume, work reference contact information, and transcripts if applicable. 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 our college. **No phone calls or emails please.**

A Unit of the Technical College System of Georgia

Equal Opportunity Employer

Georgia Northwestern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age political affiliation or belief, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). Any violation or questions should be directed to Peggy Cordell, Director of Human Resources, Office A113, One Maurice Culberson Drive, Rome, GA 30161, at 706-295-6959; Sonya Briscoe, Special Populations Coordinator and Title IX Coordinator, Office I105, One Maurice Culberson Drive, Rome, GA 30161 at 706-295-6932; Sheila Parker, ADA/Section 504 Coordinator and Disability

Services Coordinator, Office B115, One Maurice Culberson Drive, Rome, GA 30161 at 706-295-6517. 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.