



## **POSITION ANNOUNCEMENT**

### **ABOUT AUGUSTA TECHNICAL COLLEGE**

Augusta Technical College, a unit of the Technical College System of Georgia, is a two-year college located in Augusta, Georgia. Since its opening in 1961, Augusta Technical College remains dedicated to promoting the educational, economic, and community development in its service area (Burke, Columbia, Lincoln, McDuffie, and Richmond Counties). The college offers over 100 academic programs in high-demand areas such as Allied Health Sciences & Nursing, Business, Public & Professional Services, Cyber, Digital and Engineering Technologies accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The college also offers adult education/GED, ESL, and continuing education programs through the Division of Economic Development.

### **ABOUT AUGUSTA, GEORGIA**

Augusta, GA is a regional center for medicine, biotechnology, and cyber security. Located near the Georgia/South Carolina border (Central Savannah River Area), the area holds many accolades: Most Neighborly City in America, Best Cities to Start a Business, and a Top Ten Places in the South to Hire Vets. The area is internationally known for the PGA's Master's Tournament held at the Augusta National Golf Club and being the home of James Brown; while also bolstering the Augusta Riverwalk, Savannah Rapids Pavilion, Evans Towne Center Park, and home of the US Army Cyber Center of Excellence at Fort Eisenhower.

### **ABOUT THE POSITION**

**Job Title:** Adjunct Electrical and Computer Engineering Technology

**Job Code:** 10317

**Campus Location:** Augusta Campus

**Salary:** Commensurate with education and work experience.

### **JOB SUMMARY**

The Adjunct Faculty (APO) is responsible for developing curriculum and presenting instruction in subject areas. Payment method for employees assigned to this job is "APO, lump-sum, fee-for-service."

### **MAJOR DUTIES**

- Under general supervision prepares lesson plans for classroom instruction for credited technical/occupational courses
- Prepares standardized course syllabi using provided template
- Provides classroom and/or online instruction in the theory and practical applications of Criminal Justice
- Evaluates students' progress in attaining goals and objectives based on established course grading requirements
- Measures program or departmental student learning outcomes for continuous student improvement and success and submits results to department head
- Prepares and maintains all required documentation and administrative reports
- Attends professional development training as required for specific classroom or online course delivery
- Position may require day/evening/distance learning classes and activities.

### **COMPETENCIES**

- Knowledge of pedagogical practice and theory

- Knowledge of the mission of postsecondary vocational/technical education
- Knowledge of academic course standards – dc/ac electrical theory, analog and digital electronics
- Knowledge of the college's academic programs
- Oral and written communication skills
- Skill to work cooperatively with students, faculty and staff
- Skill in the preparation and delivery of classroom content
- Skill to make timely decisions
- Skill in the operation of computers and job-related software programs
- Decision making and problem-solving skills
- Skill in interpersonal relations and in dealing with the public

### **MINIMUM QUALIFICATIONS**

Education- Bachelor's degree in Electrical Engineering, Electrical Engineering Technology, or Electrical and Computer Engineering Technology from a regionally accredited institution is required.

Experience- A minimum of three years' full-time work experience in electrical engineering and/or electrical and computer engineering technology is required. Work experience should include those competencies, skills, and knowledge levels which the instructor will be expected to teach.

### **PREFERRED QUALIFICATIONS**

Master's degree in Electrical Engineering, Electrical Engineering Technology, or Electrical and Computer Engineering Technology; teaching experience at the postsecondary level; active participation in appropriate professional/occupational organization; excellent human relations skills; and excellent written and verbal communications skills.

**APPLICATION DEADLINE:** The position will remain open until filled. All applications packets **MUST** be completed via the Online Job Center at [JobCenter \(easyhrweb.com\)](http://JobCenter(easyhrweb.com)). As a part of the application process, interested candidates will be required to upload other documents including a resume, cover letter and unofficial transcripts (see job center listing for more details). This posting will be removed from the Online Job Center once the position has been filled. All positions require a pre-employment criminal background investigation, education, and employer/professional reference checks. Some positions may additionally require a motor vehicle record search, credit history check, fingerprinting, and/or drug screen. All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration. Copies of all transcripts should be submitted at the time of application. Official transcripts are required upon employment. **Note: Due to the volume of applications received, we are unable to personally contact each applicant. If we are interested in scheduling an interview, a representative from our college will contact you.**

*A Unit of the Technical College System of Georgia*

### **Equal Employment Opportunity Statement**

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, programs financed by the federal government including any Workforce Innovation and Opportunity Act (WIOA) Title I

*A Unit of the Technical College System of Georgia*



Adjunct Electrical and Computer Engineering  
Technology Instructor

Page 3

financed programs, educational programs and activities, including admissions, scholarships and loans, student life, and athletics. It also encompasses the recruitment and employment of personnel and contracting for goods and services.