## POSITION ANNOUNCEMENT

**POSITION:** **Aircraft Upholstery and Trim Adjunct Instructor—Part Time Position**

**QUICK LOOK:**

**Under supervision of the Aviation Program Director, this position is responsible for all aspects of instruction in the Aircraft Upholstery and Trim program**

* Complies with FAA regulation in all aspects of Aviation programs and continuance activities.
* Develops and implements instructional delivery that is stimulating, thought provoking and engaging to students in face-to-face, online and lab settings.
* Oversees safety compliance including safe lab practices per EPA regulations and OSHA standards.
* With the Aviation Program Director, manages the program budget and other fiscal resources.
* Instructors will work with the Aviation Program Director, the Dean and other faculty members and academic leadership to meet department, division and college goals.
* This position will advise students and promote recruitment and retention efforts for the Aircraft Upholstery and Trim Program.
* This position is a Part-Time, 12-month faculty position located on our NEW Aviation Academy Campus in Paulding County.

**MINIMUM QUALIFICATIONS:**

* Aircraft Upholstery and Trim Certificate
* OR 2 + years’ industry experience in aircraft interiors/ upholstery and trim

**PREFERRED QUALIFICATIONS:**

**•** Appropriate industry certifications

• Proficiency using CATIA

**SALARY/BENEFITS:** Salary--$40.00 per hour. There are no State Benefits. Please be aware that all Chattahoochee Technical College employees must be paid by DIRECT DEPOSIT unless exempted by the State Accounting Office based on “hardship” evidence provided by the employee.

**APPLICATION PROCEDURE:** APPLY ONLINE ONLY @ [www.chattahoocheetech.edu](http://www.chattahoocheetech.edu) and select “me@Chatt Tech” then select “Jobs & Careers at Chatt Tech.” Fill out an online application and upload a resume and cover letter. Before a candidate is hired, a pre-employment criminal background investigation, motor vehicle record check and employer/professional reference check will be conducted. Following screening, candidates may be asked to submit further documentation, including college transcripts.

**RESPONSE DEADLINE:** Open until Filled

**ANTICIPATED OFFICIAL EMPLOYMENT DATE:** July 1, 2025

**EMPLOYMENT POLICY:** Chattahoochee Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees, diplomas, and certificates. Questions about the accreditation of Chattahoochee Technical College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling [(404) 679-4500](tel:(404)%20679-4500), or by using information available on SACSCOC’s website ([www.sacscoc.org](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.sacscoc.org%2F&data=04%7C01%7Csarah.cosby%40chattahoocheetech.edu%7C76f352afebe0445368de08d8eefff055%7C74981b26ccc14e7eafc6720c4c6b0050%7C1%7C0%7C637522130299947630%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=wIuCegd7GHx7DFCY9IsMWfqoNY4jplmkGFCY7aKSvWY%3D&reserved=0)).

As set forth in its student catalog, Chattahoochee 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). The following person(s) has been designated to handle inquiries regarding the non-discrimination policies: Chattahoochee Technical College Title IX Coordinator, Shanequa “Nickkie” Warrington, Marietta Campus, 980 South Cobb Drive, Building C 1102B, Marietta, GA 30060, 770-975-4023, or [SDWarrington@ChattahoocheeTech.edu](mailto:SDWarrington@ChattahoocheeTech.edu), and Chattahoochee Technical College Section 504 Coordinator, Caitlin Barton, 5198 Ross Road, Building A1320, Acworth, GA 30102, (770) 975-4099, or [Caitlin.Barton@chattahoocheetech.edu](mailto:Caitlin.Barton@chattahoocheetech.edu).

***A Unit of the Technical College System of Georgia***