# POSITION ANNOUNCEMENT

**POSITION:** Adjunct Instructor of Mathematics

**POSITION DESCRIPTION**: Part-time position based on semester system. This is for Fall Semester 2024 beginning on**, August 19th, 2024, and ending December 14th, 2024**. Adjunct faculty responsibilities are centered on preparing and teaching classes as assigned. This posting is for a general-purpose instructor to teach a range of classes and times as needed. This announcement is seeking someone to teach a class during the day at Etowah High School with the opportunity to teach classes located online or on any of our 9 campuses. Possible courses include but are not limited to MATH 1103 – Quantitative Skills and Reasoning, MATH 1111 – College Algebra, MATH 1113 – PreCalculus, and MATH 1127 – Introduction to Statistics.

**NOTE: Adjunct faculty positions are temporary, part time positions of employment appointed on a per academic term basis.**

**MINIMUM QUALIFICATIONS:**

* Master’s degree with 18 graduate hours in Mathematics
  + Courses must be pure math with a MATH prefix.
* Strong interpersonal, communication, and computer literacy skills
* One year teaching experience

**SALARY/BENEFITS**: Salary--$2,300 per course. 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](https://www.easyhrweb.com/JC_Chattahoochee/JobListings/joblistings.aspx) ONLY. Directions from CTC’s main website: Navigate to [www.chattahoocheetech.edu](http://www.chattahoocheetech.edu) and under “me@Chatt Tech” then “Jobs and Careers @ Chatt Tech.” Look for the link labeled “[Chattahoochee Technical College JobCenter](https://www.easyhrweb.com/JC_Chattahoochee/JobListings/joblistings.aspx).”  For a complete file, fill out an online application, upload cover letter, resume, and transcripts. Please include contact information for three (3) professional references.  Before a candidate is hired, a pre-employment criminal background investigation and employer/professional reference check will be conducted.  Following the screening, candidates may be asked to submit further documentation. If a conditional offer of employment is made, applicant may be subject to drug and/or alcohol testing appropriate to the position.

**RESPONSE DEADLINE:** Until Filled – Resume review will begin immediately.

**ANTICIPATED EMPLOYMENT DATE:** August 19th, 2024

**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%7Cshereida.austin%40chattahoocheetech.edu%7C76f352afebe0445368de08d8eefff055%7C74981b26ccc14e7eafc6720c4c6b0050%7C1%7C0%7C637522130298847941%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=P6jnkbKapKl2v1Bj5z8MBlmtFLVd6T1LQYy8vYOC79Y%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 Warrington, 980 S Cobb Drive, C 1102B, Marietta, GA 30060, 770-975-4023,* [*Shanequa.Warrington@chattahoocheetech.edu*](mailto:Shanequa.Warrington@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)*.*