**POSITION ANNOUNCEMENT**

**POSITION:** Respiratory Care, Program Director – Canton Campus

**POSITION DESCRIPTION**: Full-time twelve (12) month faculty position. This is the inaugural Program Director for the School of Health Sciences new Respiratory Care (RC) Program. Responsibilities include classroom and laboratory instruction and evaluation of student performance, curriculum planning and implementation, management of the program including accreditation reports and facilitation of CoARC requirements and site visits, supervision of part-time Respiratory Care Faculty, participation in department and college committees and other duties as assigned by the Dean of Health Sciences. Occasional travel to other campus locations.

**REQUIRED SKILLS:**

* Ability to manage all aspects of the RC program including programmatic assessment, maintaining compliance with CoARC standards including initial accreditation requirements, data collection and reporting, textbook selection, scheduling, managing fiscal and physical resources and commitment to strategies for professional development.
* Student/classroom management
* Faculty development
* Preparation and delivery of distance and face-to-face classroom content
* Computer skills and experience with Microsoft products
* Excellent decision making and problem-solving capabilities
* Ability to establish and maintain effective work relationships with students, faculty, staff, clinical partners, advisory committee members, and other stakeholders
* Skills in leadership, personal organization, time management, digital, written and verbal communication, technology application, interpersonal relations, and in written and oral presentation

**MINIMUM QUALIFICATIONS:**

* Baccalaureate degree awarded by an institution that is accredited by a USDE-recognized institutional accrediting agency
* Valid Registered Respiratory Therapy (RRT) credential and current state license
* Minimum of four (4) years’ experience as a Registered Respiratory Therapist with at least two (2) years in clinical respiratory care
* Minimum of two (2) years’ experience teaching either as an appointed faculty member in a CoARC-accredited respiratory care program or as a clinical instructor/preceptor for students of such programs

**PREFERRED QUALIFICATIONS:**

* Teaching experience in a CoARC accredited Respiratory Care program
* Knowledge of CoARC program accreditation requirements
* Completion of the CoARC Key Personnel Training Program
* Experience in instructional design and methodology
* Experience in student evaluation and outcomes assessment
* Experience using Blackboard learning management system

**SALARY/BENEFITS**: Salary - $81,400 annually. Benefits include: paid holidays, annual leave, and the State of Georgia Flexible Benefits Program. 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 “Quick Links” then “Jobs & Careers.” For a complete file, fill out an online application, upload cover letter, resume, transcripts and include three professional references’ contact information on the application. Before a candidate is hired, a pre-employment criminal background investigation, motor vehicle records check and employer/professional reference check will be conducted. Following screening, candidates may be asked to submit further documentation.

**RESPONSE DEADLINE:** Open until filled. Screening will begin immediately.

**ANTICIPATED EMPLOYMENT DATE:** February 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%7CBethAnne.Hughes%40chattahoocheetech.edu%7C9d99b3df4a9843e17ab508d8eefec7d7%7C74981b26ccc14e7eafc6720c4c6b0050%7C1%7C0%7C637522125338218860%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=IHMIFsovIqOMXV0o%2FIr%2FARgCJVku%2B9ZUListmfZHv8I%3D&reserved=0)).

Questions related to admissions and the policies, programs, and practices of Chattahoochee Technical College should be directed to the College.

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.***