



**Physics Adjunct
Part Time
Online**

Job Summary:

Georgia Northwestern Technical College is seeking qualified candidates for the position of Physics adjunct instructor for online instruction. This position will report to the Dean of General Education and specific teaching schedules will be determined by the Dean of General Education. This position is for online instruction and candidates will be required to utilize the Blackboard Ultra Learning Management System.

Duties/Responsibilities:

- Provides professional instruction based on approved course syllabus. Ensures that desired course outcomes meet the stated objectives;
- Prepares curriculum and syllabus for coursework taught;
- Evaluates students' progress in attaining goals and objectives;
- Administers and grades class examinations;
- Maintains records of student attendance and grades;
- Attends in-service training, workshops and seminars, as needed;
- Maintains program certification requirements;
- Ensures safety and security requirements are met in the training areas;
- Assists with recruitment, retention and job placement efforts; • Meets with students, staff members, supervisors, as needed;
- Other duties as assigned.

Competencies:

- Skill in developing lesson outlines and materials
- Knowledge of vocational area of assignment
- Skill in presenting subject matter
- Skill in administering tests to evaluate progress
- Skill in the use of computers and job related software programs
- Skill in interpersonal relations and in dealing with adult learners
- Oral and written communication skills
- Knowledge of student information.

Minimum Qualifications:

Master's degree or higher in Physics or a related master's degree or higher with 18 graduate semester hours in Physics (PHYS) courses.

Preferred Qualifications:

Teaching experience at a Technical College System of Georgia (TCSG) college. Teaching experience in an online setting. Blackboard Ultra Certification. Three years' work experience in the last seven years. Excellent organizational, communication, and interpersonal skills.

Physical Demands:

Work is typically performed in a classroom or office environment with intermittent sitting, standing, or walking in various settings. The employee occasionally lifts or moves objects to a light to medium weight. Full range of hand and finger motion may be utilized for data entry purposes.

Salary: lumpsum semi-monthly based upon contact hours

Benefits:

If this is a part-time position, no benefits are available. If this is a full-time position, benefits include: 13 paid State holidays, annual and sick leave, paid parental leave, educational support leave, options in the State of Georgia health and flexible benefits package, 401k & 457 options, a choice of two retirement systems dependent upon position: Teachers Retirement System of Georgia or the Employer's Retirement System of Georgia.

Application Deadline: Open until filled.

Application Process:

All application packets MUST be completed via the GNTC Online Job Center at www.gntc.edu/about/employment/. 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 references, contact information, education credentials such as licenses, certifications, and transcripts, if applicable and those applicable will be verified prior to beginning employment. Pursuant to college policy, a thorough background investigation, including a criminal history records check, shall be conducted on all candidates prior to employment. Some positions may require a motor vehicle record search, credit history and drug screen. **No phone calls or emails please.**

A Unit of the Technical College System of Georgia

Equal Opportunity Employer

A unit of the Technical College System of Georgia, as set forth in its student catalog, GNTC complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, creed or religion, national or ethnic origin, sex (including pregnancy, sexual orientation and gender identity), disability, age, political affiliation or belief, genetic information, veteran or military status, marital status or citizenship status (except in those special circumstances permitted or mandated by law). Title IX and Equity Coordinator: Elizabeth Barksdale, Floyd County Campus, Building I 103, 706-295-6592, ebarksdale@gntc.edu.