

POSITION ANNOUNCEMENT

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| **POSITION TITLE:** | **Adjunct Funeral Service Education Instructor** *This is an applicant pool – active position may not be available* |
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| **POSITION DESCRIPTION:**  Under general supervision, prepares and plans for instruction and delivers instruction to students in the Funeral Service Education program. Develops program syllabi, goals and objectives. Evaluates students' progress in attaining goals and objectives. Ensures safety requirements are met in the lab/training area. Requests and maintains supplies and equipment. Performs related academic duties including, but not limited to, developing course outlines, class presentations, and ensuring compliance with institutional, TCSG, and American Board of Funeral Service Education accreditation standards. | |
| **MINIMUM QUALIFICATIONS:**   * Master’s degree or higher from a regionally accredited college/ university **or** must earn a master’s degree or higher from a regionally accredited college or university within five years of their initial appointment date. * Must be a graduate of a funeral service education institution accredited by the American Board of Funeral Service Education (ABFSE). * Must hold a valid Georgia Funeral Director’s license. * Must hold a valid Georgia Embalmer’s license. * Three years paid work experience in-field within the past seven years. * Excellent human-relations, interpersonal skills, and strong verbal and written communication skills required. | |
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| **PREFERRED QUALIFICATIONS:**   * Previous postsecondary teaching experience. | |
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| **SALARY/BENEFITS:** | |
| Commensurate with qualifications /Non-benefits eligible. | |
| **APPLICATION DEADLINE:**  Open Until Filled | |
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| **TO APPLY:** Please submit an online application using the OTC online job center website. 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, 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 for faculty positions. Official transcripts are required upon employment. For more information, please contact the Director for Human Resources at 912.871.1801 or [employment@ogeecheetech.edu](mailto:employment@ogeecheetech.edu).  *Ogeechee Technical College does 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). The following individuals have been designated to handle inquiries regarding the nondiscrimination policies: Christy Rikard, Ogeechee Technical College One Joseph E. Kennedy Blvd., Office 198C, Joseph E. Kennedy Building, Statesboro, GA 30458, 912.486.7607,* [*crikard@ogeecheetech.edu*](mailto:crikard@ogeecheetech.edu) *and Sabrina Burns, ADA/Section 504 Coordinator, Ogeechee Technical College, One Joseph E. Kennedy Blvd., Office 711, Joseph E. Kennedy Building, Statesboro, GA 30458, 912.486.7211,* [*sburns@ogeecheetech.edu*](mailto:sburns@ogeecheetech.edu)*.* | |