



# WIREGRASS

GEORGIA TECHNICAL COLLEGE®

## Patient Care Assisting, Health Sciences Core, & Phlebotomy Instructor

**CAMPUS:** Ben Hill-Irwin Campus, Coffee  
Campus & surrounding high  
schools

**STATUS:** Full-time

**POSTING TYPE:** Regular Posting

Under general supervision, provides instruction for credited health science core courses, Patient Care Assisting/Nurse Aide, and Phlebotomy courses on the Ben Hill-Irwin Campus, Coffee Campus, and surrounding area high school settings. Responsible for executing the program standards to include classroom instruction, identifying appropriate resources and teaching methods, and evaluating students' progress in attaining goals and objectives. Specifically, the instructor will be responsible for the evaluation of student clinical performance, progress, and procedural competencies as required by the Georgia Medical Care Foundation/Georgia Nurse Aide Program eligibility criteria; demonstrates the use of appropriate teaching techniques; demonstrates the effective use of oral and written communication skills; demonstrates the use of appropriate testing and grading procedures including proper maintenance of grade books and any other record-keeping required; follows approved course syllabus; maintains supplies and equipment; prepares and maintains all required documentation and administrative reports. Ensures safety and security requirements are met in the training area.

*Wiregrass Georgia Technical College seeks to recruit, hire, and retain faculty and staff who display a willingness to support students of underrepresented gender and minority groups, as well as students with disabilities. All employees of the college are required to participate fully in the realization of equity in recruitment, enrollment, retention, graduation, and placement of students enrolled or who seek to become enrolled in programs at the college, with a special emphasis on nontraditional program participants.*

**Reasonable Accommodations Statement:** To perform the duties of this position successfully, the incumbent must have the appropriate work experience, hold the appropriate certification and credentials, and be able to perform each key position duty satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. Please contact [humanresources@wiregrass.edu](mailto:humanresources@wiregrass.edu) to request accommodations.

### SUMMARY OF WORKING CONDITIONS

- Equipment Used: Standard office equipment, Various types of advanced in-field equipment as required by academic program and accreditation standards. Regular use of college owned or personal vehicle for performance of duties.
- Working Conditions: Category I - High probability of exposure to hazardous chemicals/pathogens. Probability of working beyond the normal shift, but not frequently. Periodic travel between major Wiregrass campuses and satellite sites.

### MINIMUM QUALIFICATIONS

A diploma or higher in Licensed Practical Nursing along with a current unrestricted Georgia LPN license. Must have at least (3) three years employment experience in Nursing or an Allied Health field within the past (7) seven years. Depending on clinical site requirements, the successful candidate may be required to undergo a Drug Screen and Physical Examination with satisfactory results.

## PREFERRED QUALIFICATIONS

In addition to meeting all other minimum qualifications, the highly desired candidate will possess one or more of the following: A Bachelor's Degree or higher in Nursing, an academic institution that is accredited by an accrediting agency recognized by the United States Department of Education, is a preferred qualification. Previous experience as a nursing assistant instructor in Georgia Nurse Aide program is desirable and/or formal teaching experience. Experience working in a Long Term Care Facility and ability to work with high school students.

## SALARY/BENEFITS

Salary is \$47,000/yr. This position is full-time and includes standard State of GA benefits such as leave accrual, options for health & other supplemental benefits, and retirement. This position may qualify the successful candidate for the Public Service Loan Forgiveness Program. *This position is funded in whole or in part by State/Local/Tuition funds.*

## BACKGROUND INVESTIGATIONS

Pursuant to college policy, a thorough background investigation, including a criminal history records check and employment history reference checks will be performed for all candidates offered employment. Other checks such as Motor Vehicle Records may be conducted for any candidate receiving an offer, as well as internal candidates prior to being promoted or transferred into a position with the college. **Other Required Tests: During the course of employment, incumbents in this position may be required to supervise students at an external clinical site or other medical facility as a condition of employment. Based on this assignment, the incumbent may be required to undergo and receive a negative finding/result on a ten (10) panel drug test BEFORE placement.**

Should a candidate be chosen for a 2nd interview, references which support prior work history and employment experience will be contacted. Please note that some employers charge a processing fee to complete employment verifications. If a former employer requires payment to complete employment verification forms, this fee must be paid by the candidate. For positions requiring official transcripts, the candidate will be responsible for ordering and payment for these transcripts. Wiregrass is responsible for payments for criminal history searches, MVR searches, credit checks, and other items listed in the required tests portion above.

## APPLICANT INSTRUCTIONS/INFORMATION

**Application Deadline: Thursday, November 28, 2024 or Until Filled**

All application packets MUST be completed via the Online Job Center at <https://www.wiregrass.edu/about/employment>. As a part of the application process, interested candidates may also be required to upload other documents such as a resume, transcripts, etc (see job center listing for more details). This posting will be removed from the Online Job Center on the date posted above. For more information regarding this position or application instructions, please contact the Human Resources Office at (229) 333-5356 or [humanresources@wiregrass.edu](mailto:humanresources@wiregrass.edu).

### EQUAL OPPORTUNITY EMPLOYER STATEMENT

As set forth in its student catalog, Wiregrass Georgia 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). Any violation or questions may be directed to: Shalonda Sanders, Title IX Coordinator (all campuses), Associate Vice President for Human Resources, Valdosta Campus, Brooks Hall, Room Rm. 548, (229) 333-5356 or [shalonda.sanders@wiregrass.edu](mailto:shalonda.sanders@wiregrass.edu); OR Katrina Royal, Student ADA Section 504 Coordinator (all campuses), Special Populations and Tutoring Services, Valdosta Campus, Berrien Hall, Room 100, (229) 333-2100 ext. 1236 or [katrina.royal@wiregrass.edu](mailto:katrina.royal@wiregrass.edu) \*student ADA student disability claims only. Telephone numbers are accessible to persons who are deaf or hard of hearing through the Georgia Relay by dialing 711 or 1-800-255-0056 from a TTY/TDD.