



## POSITION ANNOUNCEMENT

### **Position Chemistry Instructor – Full-time**

Savannah Technical College seeks a full-time Chemistry Instructor. The successful candidate will be based at the Savannah Campus but may be required to travel to and teach classes at any Savannah Technical College campus locations. This individual will report to Mathematics and Natural Science Department Head in the General Studies Division and will be responsible for the following duties (the list is not intended to be exhaustive):

- instructing students, developing program syllabi, goals and objectives;
- evaluating students' progress in attaining goals and objectives;
- ensuring student learning outcomes are attained and appropriately recorded;
- requesting and maintaining supplies and equipment;
- preparing and maintaining all required documentation and administrative reports;
- maintaining knowledge of current trends and developments in the field by attending staff development training, workshops, seminars and conferences;
- ensuring safety and security requirements are met in the classroom;
- advising students;
- meeting with students, staff members, and other educators to discuss instructional programs and other issues impacting the progress of students.

Duties include a flexible schedule of lecture, laboratory, student advisement and registration. Must be willing to work split teaching shifts that might require split teaching days between campus locations, manage and recruit adjunct faculty. Must fully embrace the responsibility for maintaining an acceptable number of students within related programs and also work diligently to maximize student placements in this field or related fields by working directly with local employers and the Department of Labor.

### **Minimum Qualifications**

- Master's degree in Chemistry or closely related field with a minimum of 18-semester or 30-quarter graduate hours in Chemistry from a regionally accredited college or university.
- Ability to demonstrate excellent written and verbal communication skills.
- Demonstrated skills in usage of Microsoft Office Suite.
- Ability to work flexible hours
- Ability to be an active part of instructional and non-instructional activities.

### **Preferred Qualifications**

- Preference will be given to those candidates who have earned 18-semester or 30-quarter graduate hours or more in Physics or Physics related courses, and have been credentialed to instruct Chemistry and Physics.
- Prior experience teaching Chemistry or Physics at a regionally accredited collegiate/university level is strongly preferred.
- Three years of full-time, paid teaching experience preferred.
- Candidate selected must be willing to obtain further graduate level coursework as necessary to meet the college's plans to begin changing and articulating this specific program to senior level colleges.
- Active participation in appropriate professional/occupational organizations

### **Physical Demands**

Responsibilities are typically performed in an office or classroom/lab environment with the employee intermittently sitting, standing, walking, bending, pushing, and pulling for up to three (3) – four (4) continuous hours at a time. The employee frequently lifts light to medium weight objects up to 25LBS. The exposure to dirt, dust, chemicals, fumes, and hazardous materials is possible in the laboratory environment. The ability to distinguish colors and finger dexterity is required. The ability to speak clearly, to hear, and understand at a normal conversational level is required.

### **Salary/Benefits**

Salary is competitive and commensurate with education and work experience. Benefits include paid state holidays, annual and sick leave, and the State of Georgia Flexible Benefits package. Positions are contingent upon funding.

### **Application Deadline**

For best consideration, applications should be received by **December 16, 2011**. Position considered open until filled. Candidates must pass a criminal background check. Applicants must submit a completed Savannah Technical College Employment Application, a cover letter, and a resume (incomplete submissions will not be considered). Applications may be downloaded at: [www.savannatech.edu](http://www.savannatech.edu). Please submit the completed application, cover letter and resume to:

Savannah Technical College  
Human Resources Department  
5717 White Bluff Road  
Savannah, GA 31405-5521

### **POSITION CONTINGENT UPON FUNDING AND ALLOCATION OF POSITION.**

All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration.

Savannah Technical College is an equal opportunity employer and does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except those special circumstances permitted or mandated by law). For compliance activities, contact Melissa Banks, Title IX and Equity Coordinator, Room A110 or 912.443.3388. Send written compliance related correspondence to Savannah Technical College, Attn: Melissa Banks, 5717 White Bluff Road, Savannah, GA 31405.

STC is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate degree.

Candidates may be required to submit a valid Driver's License, proof of insurability, and/or a driver's history report for positions involving state travel.

**Note: No phone inquiries please. Due to the volume of applications received, we are unable to personally contact each applicant. If we are interested in scheduling an interview, a representative from our college will contact you.**