



January 28, 2010

PART-TIME POSITION ANNOUNCEMENT

POSITION: Adjunct Video Production Instructor

REQUIRED QUALIFICATIONS: Applicant must have a bachelor's degree in Video Production, Communications, Computer Information Systems or related field from a regionally accredited college or university.

PREFERRED QUALIFICATIONS: Master's degree in Video Production, Communications, Computer Information Systems or related field, or a Master's degree and a minimum of 18-semester or 30-quarter graduate hours in Video Production, Communications, Computer Information Systems or related field from a regionally accredited college or university. Excellent written and verbal communication skills are preferred. Prior teaching or training experience at the post-secondary level is preferred; Experience with Blackboard/Angel and Office 2007 is also preferred. Video portfolio showing in-field experience is desired.

RESPONSIBILITIES: This individual will be responsible for teaching Video Production courses in the Business Technology department. Under general supervision, prepares lesson plans for classroom and online instruction; develops syllabi; evaluates students' progress in attaining outcomes; prepares and maintains all required documentation and administrative reports.

SALARY/BENEFITS: This is a part-time position without insurance benefits; work hours will not exceed 29 per week. Hourly rate is commensurate with education and work experience.

POSITION AVAILABLE: Immediately

APPLICATION DEADLINE: Open, until filled.

APPLICATION PROCEDURE: Applications are available on our websites at: www.griffintech.edu and www.flintrivertech.edu or may be obtained at Griffin Technical College. Please submit the completed application along with your cover letter, resume, and transcripts to:

**Griffin Technical College
Human Resources Office
501 Varsity Road
Griffin, GA 30223**

**Flint River Technical College
Human Resources Office
1533 Highway 19 South
Thomaston, GA 30286**

SPECIAL NOTES: Due to the anticipated large volume of applications, only those who are scheduled for an interview will be notified of the status of the position. Candidates must successfully complete a criminal background investigation.

As set forth in its student handbook/course catalog, Griffin Technical College 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 in those special circumstances permitted or mandated by law). Individuals responsible for addressing complaints: Title IX/Equity Coordinator: Special Populations Coordinator, Griffin Campus, 501 Varsity Road, Griffin, GA 30223. (770) 228-7382. ADA/Section 504 Coordinator: Special Needs Coordinator, Griffin Campus, 501 Varsity Road, Griffin, GA 30223. (770) 228-7258. Title IX/Equity Coordinator and ADA/Section 504 Coordinator for satellite centers: Director of Satellite Operations, Butts County Center, 1578 Highway 16 West, Jackson, Georgia, 30233. (770) 504-7595. Any complaints filed against the Title IX/Equity Coordinator or ADA/Section 504 Coordinator on any campus/center shall be handled by the Vice President for Student Affairs, Griffin Campus, 501 Varsity Road, Griffin, GA 30223. (770) 228-7348.