

**POSITION:**  **Status: Full-time/Exempt**

Dean for Academic Affairs, Allied Health

**SALARY:**

Salary is commensurate with experience. This is a full-time position with benefits.

**DUTIES:**

Successful applicants will be responsible for coordinating all instructional requirements for Allied Health Programs and as well as coordinating with the other Academic Deans to meet the objectives of Coastal Pines Technical College (CPTC). In addition, the Dean reviews and approves all requests for supplies and materials; evaluates faculty credentials; prepares program specifications; prepares and manages the Division’s annual budget; and represents the Division at various internal and external meetings. Position begins: Immediately

**MINIMUM QUALIFICATIONS:**

* A minimum of a master’s degree in an Allied Health field from a nationally or regionally accredited institution.
* Minimum of 3 years Allied Health Teaching experience in secondary and/or postsecondary educational institution.
* Excellent written and verbal communication skills.

**PREFERRED QUALIFICATIONS:**

* Experience with Allied Health Program accreditations.
* Experience as an Allied Health Program director.

**APPLICATION DEADLINE:**

Open until filled. Initial screening/interviewing will begin as needed.

**APPLICATION PROCEDURE:**

Interested applicants should apply via CPTC’s Online Job Center at [CPTC Online Job Center](https://apps.bluefinhr.com/JC_CoastalPines/JobListings/joblistings.aspx). A cover letter with resume, two professional letters of recommendation and copies of transcript(s)/license(s)/certification(s) must be uploaded with the application. A criminal background check and a driver’s motor history report will be conducted prior to employment. Official transcripts are required upon hire.

For additional information, contact Brittaney Coleman, Human Resources Coordinator at [bcoleman@coastalpines.edu](mailto:bcoleman@coastalpines.edu) , or (912) 287-4098.

Coastal Pines Technical College (CPTC) 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). The following persons have been designated to coordinate the College’s implementation of non-discrimination policies: Katrina Howard, Title IX Coordinator, Jesup Campus, 1777 West Cherry Street, Jesup, Georgia, [khoward@coastalpines.edu](mailto:khoward@coastalpines.edu) , 912.427.5876; Brittaney Coleman, Title IX Coordinator, Waycross Campus, 1701 Carswell Avenue, Waycross, Georgia, [bcoleman@coastalpines.edu](mailto:bcoleman@coastalpines.edu), 912.287.4098; Katie Rutland, ADA/Section 504 Coordinator and Title IX for all students, all campuses, 1777 W. Cherry Street, Jesup, Georgia, 31545, [krutland@coastalpines.edu](mailto:krutland@coastalpines.edu) , 912.427.1527.