**POSITION: STATUS:** Part time/non-exempt

Shampoo Technician (Cosmetology) Instructor – Adjunct - Baxley

**SALARY:**

Salary is commensurate with experience. This is a part-time position with no benefits.

**DUTIES:**

Successful applicants will be responsible for overall classroom instruction for the Cosmetology courses to include preparing lesson plans, maintaining department guidelines and standards, evaluating students by assigning grades and interacting with other faculty and deans. Primary Appointment is Appling County High School.

**MINIMUM QUALIFICATIONS:**

* A diploma in Cosmetology from a regionally or nationally accredited institution.
* Must possess and maintain a Georgia State License as a Master Cosmetologist
* In-field work experience must include the competencies, skills and knowledge levels that the instructor will be expected to teach.
* Must demonstrate excellent written and verbal communication skills.

**PREFERRED QUALIFICATIONS:**

* A minimum of one-year teaching experience in postsecondary and/or vocational/technical education**.**

**TECHNICAL COMPETENCIES:**

* Ability to develop and evaluate lesson plans
* Ability to work flexible hours, including evening hours and juggle multiple and competing priorities
* Ability to work well in the classroom and supervise students in laboratory settings
* Ability to direct and assess students’ progress in achieving required competencies
* Ability to handle administrative responsibilities related to teaching of courses, data collection and reporting for licensing agencies, accreditation agencies and/or the College
* Have a positive attitude and strong organizational and interpersonal skills

**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 Katrina Howard, Human Resources Director at mailto:khoward@coastalpines.edu, or 912-427-5876.

As set forth in the student catalog, Coastal Pines 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). The following persons have been designated to handle inquiries regarding CPTC nondiscrimination procedures:

**EEO/AA Coordinator**
Brittaney Coleman, HR Coordinator
1701 Carswell Avenue
Waycross, GA 31503
(912)287-4098
bcoleman@coastalpines.edu

**EEO/AA Coordinator**
Katrina Howard, HR Director
1777 W. Cherry Street
Jesup, GA 31545
(912) 427-5876
khoward@coastalpines.edu