



GADSDEN STATE COMMUNITY COLLEGE

Position Announcement
Posting Date: April 26, 2021
Closing Date: May 10, 2021

POSITION: RADIOLOGIC TECHNOLOGY PROGRAM DIRECTOR/INSTRUCTOR

QUALIFICATIONS:

- ◆ Master's degree in medical imaging, health related field, or education from a regionally accredited institution **required.**
- ◆ Current American Registry of Radiologic Technologists certification and registration in radiography **required.**
- ◆ Three (3) years of full-time post-certification clinical experience as a radiographer **required.**
- ◆ Two (2) years of administrative/supervisory experience **required.**
- ◆ Two (2) years of experience as an instructor in a JRCERT accredited program **required.**
- ◆ Teaching experience and educational preparation to ensure current knowledge of program content and educational design, skill in educational methodologies, and expertise in program administration **required.**
- ◆ Proficiency in curriculum design, evaluation, instruction, program administration and academic advising.

DESIRED PROFILE:

- ◆ Preparation for and commitment to college teaching.
- ◆ Competency in the use of current educational technologies.
- ◆ Experience with online instruction.
- ◆ Excellent oral, written, and interpersonal skills.
- ◆ Commitment to the community college mission.
- ◆ Experience with diverse populations.
- ◆ Successful problem solving skills.
- ◆ Ability to work independently.
- ◆ Ability to deal effectively with students, other employees, and the public.

DUTIES:

- ◆ Assume leadership role in the continued development of the program.
- ◆ Oversee ongoing program accreditation and assessment processes.
- ◆ Maintain current knowledge of the professional discipline and educational methodologies through continuing professional development.
- ◆ Assist in the construction, administration, assessment, and revision of student learning activities and evaluations in the classroom, laboratory, and clinical settings.
- ◆ Assist the Clinical Coordinator in coordinating activities with affiliated clinical agencies, including student rotations, affiliation agreements, evaluation, and maintaining effective interpersonal relationships with agency personnel.
- ◆ Assume responsibility for faculty (full-time, part-time, and adjunct), including recruitment, recommendation, assignments, contracts, teaching aids, supervision, evaluation, and provision for orientation and professional development.
- ◆ Prepare semester class schedules, coordinating with general education faculty, and plan, approve, and coordinate equitable faculty schedules and submit to the Dean of Health Sciences for approval.
- ◆ Approve faculty requests for professional development leave, personal leave, etc., ensuring coverage for class, lab, or clinical assignments, and submit to the Dean of Health Sciences for approval.
- ◆ Recommend yearly budgetary expenditures, ensuring adequate program resources.
- ◆ Prepare reports each semester, annually, and as needed to adhere to institutional and accrediting agency requirements.
- ◆ Participate in local, regional, state, and national activities necessary to maintain awareness of current issues

- affecting the education of students and their practice.
- ◆ Plan and participate in program faculty meetings and coordinate program activities with college administration and other academic support areas.
 - ◆ Carry out teaching responsibilities and other activities expected of health science faculty.
 - ◆ Assume responsibility for student advisement, records, selection, registration, progression and graduation requirements, programs, printed materials, and other related activities.
 - ◆ Serve as an active member of the department, area, and college, and serve on committees as assigned.
 - ◆ Submit yearly documentation of continuing education activities sufficient to ensure current knowledge in the area of expertise and to meet state and/or national licensure/certification requirements.
 - ◆ Comply with all policies of the Alabama Community College System and the College.
 - ◆ Perform other related duties as assigned.

Note: The intent of this job description is to provide a representative summary of the essential functions that will be required of positions given this title and should not be construed as a declaration of specific duties and responsibilities of any particular position. Employees will be assigned specific job-related duties through their hiring departments. Specific job-related duties assigned by hiring departments shall be consistent with the representative essential functions listed above and shall not be construed as expanding a particular position's role, scope, FLSA status, or grade.

PROJECTED STARTING DATE:

June 1, 2021

SALARY:

State Salary Schedule "D" - \$42,214 – \$82,543 (9 months), based on education and experience. *Additional summer employment may be available.*

APPLICATION DEADLINE:

May 10, 2021 – 4:00 P.M.

APPLICATION PROCEDURE:

ONLY COMPLETE APPLICATION PACKAGES WILL BE GIVEN CONSIDERATION FOR EMPLOYMENT. Complete package consists of (a) Gadsden State Community College application, (b) letter of interest, (c) current resume, (d) copies of transcripts of postsecondary education; and (e) copies of current certifications.

Application materials must provide documentation that the applicant meets all minimum qualifications.

Send to:

**DIRECTOR OF HUMAN RESOURCES
GADSDEN STATE COMMUNITY COLLEGE
P. O. Box 227
GADSDEN, AL 35902-0227
(256) 549-8236**

Applicant must adhere to the College's prescribed interview schedule and must travel at their own expense.
Application materials are considered privileged and confidential and will be used for employment purposes only.

Gadsden State Community College is an equal opportunity employer.
It is the official policy of the Alabama Community College System, including postsecondary institutions under the control of the Board of Trustees, that no person in Alabama shall, on the grounds of race, color, disability, sex, religion, creed, national origin, age, or other classification protected by Federal or State law, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity or employment.
Gadsden State will make reasonable accommodations for qualified disabled applicants or employees.
More than one position in the same job classification may be filled from the applicants for this position should another vacancy occur during the search process.
The College reserves the right to withdraw this job announcement at any time prior to the awarding.
Any offer of employment is contingent upon a satisfactory criminal background investigation.
This employer participates in E-Verify.