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**Adjunct - Introduction to Computer Literacy**

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Atlanta Technical College

📅

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Atlanta Technical College is seeking a dedicated and enthusiastic Part-time (adjunct) faculty member to teach Introduction to Computer Literacy (COMP 1000). The ideal candidate will have a passion for teaching and a commitment to helping students develop essential computer skills. This position involves creating and delivering engaging lessons, assessing student progress, and contributing to the overall success of the students.

Adjunct faculty positions are temporary, part-time positions of employment appointed on a per academic term basis. Day and evening hours are available. This position is located on Atlanta Tech's Main Campus, just South of Downtown Atlanta.

**Typical responsibilities include, but are not limited to:**

* Delivering course instruction
* Evaluate student performance through assignments, projects, quizzes, and exams. Provide constructive feedback to support student growth.
* Maintain a positive and inclusive learning environment. Address student needs and manage classroom dynamics effectively
* Preparing and maintaining all required documentation and administrative reports
* Meeting with students, staff members, and other educators to discuss students' instructional programs and other issues impacting student progress.
* Performing other duties as assigned

**Minimum Requirements**

* Bachelor’s degree in Computer Science, Information Technology, Business, or a related field. Master’s degree preferred.
* Demonstrated knowledge of computer systems, software applications, and internet technologies.
* Excellent interpersonal skills, and strong verbal and written communication skills.
* Prior teaching experience in computer literacy or related subjects. Experience in a technical college setting is a plus.

**EQUAL OPPORTUNITY EMPLOYER:**

As set forth in its student catalog, Atlanta Technical College does not discriminate on the basis of race, color, 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). For further information regarding these laws (Title VI and IX) contact Tracye Paggett, Director of Student Services, Special Needs and Equity, Academic and Student Affairs Division, Atlanta Technical College, Cleveland Dennard Center, Suite C1111, 404.225.4446. Email: tpaggett@atlantatech.edu. To request reasonable accommodations upon enrollment (Section 504/ADA), contact Tracye Paggett, Director of Student Services, Special Needs and Equity, Atlanta Technical College, Academic and Student Affairs Division, Cleveland Dennard Building, Suite C1111, 404.225.4446. Email: tpaggett@atlantatech.edu. Faculty and staff with questions about equity or reasonable accommodation should contact Georgina Dumay, Director, Human Resources, Cleveland Dennard Building, Suite 180A, Atlanta Technical College 1560 Metropolitan Pkwy. SW, Atlanta Georgia 30310. gdumay@atlantatech.edu

Minimum qualifications for this position will be determined by the teaching discipline and compliance with appropriate accrediting bodies. Faculty must be credentialed to satisfy all appropriate accrediting bodies for the course assigned.

* Agency Logo:
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