

| POSITION: Adjunct Medical Assisting Instructor

| LOCATION: LeSourdsville Campus

| GENERAL DESCRIPTION: The Adjunct Medical Assisting Instructor will develop lesson plans and deliver education in the areas of medical assisting, patient care, and health care administration. The Instructor will also lead hands-on skills training and evaluate student performance in lab and/or classroom settings.

In addition to teaching, the Lead Medical Assisting Adjunct will schedule student externship experiences and serve as a substitute instructor in other Adult Education Health Programs as needed.

| QUALIFICATIONS:

- Both positions:
  - Ohio Department of Education Adult Education teaching permit or willing to obtain;
  - Student-oriented teaching style;
  - Ability to work with students, teachers, and administrators as a team member;
  - Proficiency in email and Microsoft Office programs;
  - Problem solving, critical thinking, analytical, oral and written communication, presentation, and organizational skills;
  - Strong work record and acceptable criminal record.
- Lead Adjunct position only:
  - Minimum of bachelor's degree in nursing;
  - Current Ohio licensure as a Registered Nurse;
  - Graduate of an approved, accredited nursing school;
  - Minimum of two (2) years experience as a registered nurse;
- Adjunct Instructor only:
  - Valid Medical Assistant (RMA) Certification issued by American Medical Technologists (AMT);
  - Minimum of five (5) years working as a Medical Assistant or in the health care field.

| STARTING DATE: Based on class schedule

| SALARY: Lead: \$28/hour; Adjunct: \$26/hour

| APPLY TO: Send resume to Associate Director of Health Programs, Sarah Delong at [delongs@butlertech.org](mailto:delongs@butlertech.org).

Only qualified candidates whose employment interests align with the position will be contacted.