



**POSITION: Assistant Professor/Program Coordinator, Medical Laboratory Technician
(Full-time, 10-month, tenure track position)**

ANTICIPATED STARTING DATE: August, 2017 (Subject to available funding)

Under the Supervision of the Dean of Academic Affairs and Student Services, responsibilities include but are not limited to teaching courses in the Medical Laboratory Technician and Phlebotomy Programs; providing leadership for the creation of effective, collaborative learning structures (including the assessment of learning outcomes); incorporating sensitivity to diversity (including race/ethnicity, age, class and gender) into the curriculum; coordinating the Medical Laboratory Technician program; working with adjunct faculty; participating on college committees; advising students; and other related duties.

MINIMUM QUALIFICATIONS:

The program coordinator must have an MT or CLS certification along with a master's degree. The person must also have had at least 5 years of experience working in the clinical laboratory setting as well as at least 2 years teaching in the biological or clinical sciences or related teaching experience. Must be able to teach clinical lab subjects such as chemistry, hematology, body fluids, immunohematology, and microbiology and phlebotomy. Experience with accreditation processes is a plus.

Consideration will be made for a person who holds an MLT or CLT certification and meets the educational requirements.

Applicants who do not meet the minimum qualifications as stated are encouraged to put in writing precisely how their background and experience have prepared them for the responsibilities of this position and by providing appropriate references. Exceptions to the degree requirements may be made for compelling reasons.

RESPONSIBILITIES:

This position involves design and delivery of instruction in Medical Laboratory Technician and Phlebotomy, including the assessment of student learning; development of programming; maintaining curriculum; effective advising of students; incorporation of instructional technology; hiring and supervising of adjunct faculty; coordination of Medical Laboratory Technician and Phlebotomy programs; create and maintain advisory board; service on a variety of college and/or system committees; and other duties as appropriate.

The Medical Laboratory Technician Program Coordinator will also act as the Internship Coordinator. The Coordinator must select and approve appropriate practicum sites; provide orientation for the on-site supervisors; and provide oversight of the practicum experience, including on-site assessment of student experiences and the quality of learning opportunities at least once during each term students are assigned to the practicum site.

Key Effectiveness Areas

- Coordination of Medical Laboratory Technician and Phlebotomy programs and instruction to meet industry standard competencies and prepare program for initial national accreditation through ABHES
- Assessment of student learning outcomes
- Creation and maintenance of active alliances with area health care providers
- Development of recruitment and retention strategies to enhance student success
- Development of recruitment and marketing strategies and materials

MINIMUM SALARY: **\$56,298.00** plus State of CT benefits

APPLICATION DEADLINE: Applications to be reviewed starting **March 20, 2017**.

APPLICATION PROCEDURE: Email a completed [Community College Employment Application](#), a current résumé, cover letter and unofficial transcript(s) to:

Lois Kelley, Human Resources Assistant

LKelley@QVCC.edu

PROTECTED GROUP MEMBERS ARE STRONGLY ENCOURAGED TO APPLY.

Quinebaug Valley Community College does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, veteran status, sexual orientation, genetic information or criminal record in its programs or activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies: Paul Martland, Section 504/ADA Coordinator, , EEO Officer and Title IX Coordinator, pmartland@qvcc.edu , 860-932-4124; Quinebaug Valley Community College, 742 Upper Maple Street, Danielson, CT 06239