**Allied Health Instructor**

**Job Type:**Full-time/ Part-Time, Day, Evening or Weekend

**Requirements:**A minimum of 3 years working in field in the subject area taught. The ability to speak clearly and distinctly in a grammatically correct manner.

**Summary:**Alaska Career College, an accredited post-secondary institution with over 35 years of experience educating and training Alaska’s workforce, is recruiting for a part time, evening position(s) and/or weekends for Allied Health Instructor(s) in the college’s growing and expanding Allied Health Programs.

**Primary Objective:** To provide high quality instruction and create a high level of student’s satisfaction while complying with regulatory authorities and College policies and procedures. Measurement of these objectives includes retention and graduation statistics and student evaluations and surveys.

Qualified applicants must enjoy sharing their skills and knowledge with adults in our educational “hands on” laboratories and classrooms.

**Responsibilities & Duties:**

* Create a positive learning environment where students are valued and encouraged to learn, foster morale, and a positive school spirit, supports staff and fellow instructors.
* Organize lessons and renders practical and technical instruction, including demonstration of skills required in trade, and lectures on theory, techniques, and terminology.
* Test and evaluate achievement of students in technical knowledge and trade skills and make recommendations for improvement.
* Maintain neatness and cleanliness in the classroom. Leaves the classroom ready for the next class and secures all equipment and supplies.
* Communicates and coordinates with all other administrative departments with regards to student issues.
* Attend all instructor meetings, departments meetings, and in-service training sessions.
* Continually update skills and knowledge by gaining continuing education units on a yearly basis. Keeps current in latest industry trends. Enhance skills and knowledge of subject area that they teach.
* Maintain certification, licensing, or credentialing requirements applicable to the subjects or field of instructions.
* Act as a professional role model for students in appearance and conduct both on and off campus.
* Maintain professional boundaries with students and complies with Alaska Career College fraternization policy.

**Skills and Qualifications:**

* Currently Certified as a Medical Assistant or Phlebotomy Technician
* Three (3) years of experience in the field
* Excellent customer service and communication skills
* Experience in a blended teaching environment preferred but not required

**License/Certification:**

* Certified Medical Assistant or Phlebotomist (Required)

**Benefits:**

* Dental insurance
* Paid time off
* Vision insurance

**Schedule:**

* Day shift
* Evening shift
* Weekends only
* In person