



987 South Geneva Road, Orem, Utah 84058
(801) 863-MATC (6282) – www.Mountainlandatc.org

A Utah College of Applied Technology Campus

WORKING TITLE	Instructor, Cosmetology, Part Time Spanish Fork
SALARY/WAGE	\$12.00 - \$17.00/hr
APPLICATION PERIOD	August 16, 2007 through August 23, 2007
CLASSIFICATION	Hourly, Non Exempt
REPORTS TO	Department Chair
HOURS (Part Time)	20 – 30 hrs/week, Mornings and Afternoons

Summary of Duties

Under the direction of Department Chair/Vice President, designs and teaches courses; assists in recruitment, advisement, placement and follow-up of students; attends meetings as needed; maintains professional standard in courses taught; and performs all other duties as assigned.

Instructs, manages, and supervises students in classroom and on the practical floor.

Evaluates instruction/learning by means of written, oral practical and performance tests.

Maintains student-oriented approach, desirable classroom conditions.

Maintains accurate and current reports and records regarding student accountability, attendance, and performance.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel and talk or hear. The employee frequently is required to stand, walk, and reach with hands and arms. The employee is occasionally required to sit. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, and color vision.

Qualifications

(1) Knowledge of instructional strategies and techniques; (2) working knowledge and skill of up-to-date cutting, coloring and styling methods, and techniques; (3) ability to advise, instruct, manage, motivate and evaluate student work in a salon and classroom environment; (4) ability to meet deadlines and plan, prepare, and carry out lesson plans; (5) ability to successfully interact with high school and adult students, parents, business, and industry representatives, other educators and educational institution representatives, and the general public in a professional manner.

Graduation from an accredited cosmetology school. Valid Utah State Cosmetology Instructor's License.

Application Instructions

Apply in person to complete an application, or send cover letter, resume, and contact information for three references to: Human Resources, 987 South Geneva Road, Orem, UT 84058.

Resumes may also be sent via email to matcjobs@mlatc.edu or faxed ATTN: Human Resources, 801-863-7531.

MATC maintains the right to conduct a criminal history background check; employment is contingent upon background check results.