



POSITION NOTICE
BIG SPRING SITE

POSITION: Program Chair-Veterinary Technology #287

NOTE: OFFICIAL TRANSCRIPTS AS WELL AS ANY OTHER DOCUMENTS DISCLOSING CREDENTIALS PERTAINING TO THIS POSITION MAY BE REQUIRED. BACKGROUND WILL BE REQUIRED.

EXPERIENCE AND OTHER QUALIFICATIONS REQUIRED: Associate degree and AVMA CVTEA certification required or Doctor of Veterinary Medicine with a current license. Must maintain certification. One (1) year related experience preferred. Knowledge of veterinary technology field. Ability to facilitate collaborative work. Strong verbal and written communication skills. Ability to prioritize and execute projects at different levels.

DESCRIPTION OF JOB DUTIES: Develop, implement, and review curriculum. Hire needed faculty and complete evaluations as assigned. Communicate with a program advisory committee. Develop academic schedule. Ensure all students are properly advised and on track for the program. Participate in recruiting duties. Work with business and industry for student internships/clinicals. Gain and maintain program accreditation. Adhere to grant policies and meet reporting deadlines. Must have and maintain a valid Texas driver's license. For a complete list of job duties please see job description, available from Human Resources.

POSITION AVAILABLE: November 1, 2021

SALARY RANGE: \$44,268 - \$67,438 (Salary commensurate with education)

TO APPLY: Complete an online application at:
<https://www.howardcollege.edu/careers/>

POSTED: September 29, 2021

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