

JOB DESCRIPTION



EASTERN WEST VIRGINIA COMMUNITY & TECHNICAL COLLEGE,
a public, state supported comprehensive institution, serving the six county district
(Grant, Hampshire, Hardy, Mineral, Pendleton, and Tucker) in the Potomac Highlands.

Phlebotomy Instructor

Position: Contracted employee through Condensed Curriculum International (CCI) in partnership with EWVCTC

Location: Mineral Co. Technical Center, Keyser, WV

Overview: EWVCTC and CCI are seeking a highly qualified individual to fill a contracted instructor position in the Workforce Education Program. This individual will instruct students in the Phlebotomy Tech program and will work closely with the Program Manager at EWVCTC, as well as, various employees at CCI.

Responsibilities:

- Teach Medical Terminology and Phlebotomy at Mineral Co. Technical Center in Keyser
- Instruct and evaluate students with approved materials
- Track student attendance and grades
- Implement and adhere to all school policies

Minimum Qualifications Requirements:

- At least seven (7) years of phlebotomy work experience
- Hold a current license/registry which is verifiable in WV
- Must demonstrate the ability to teach from an established standardized curriculum

Please submit current resume, cover letter explaining experience and desire to teach Phlebotomy to students and life-long learners of the Potomac Highlands region, official transcripts, and three (3) professional references (names, addresses, email, and phone numbers) to:

Melissa Shockey
Eastern West Virginia Community & Technical College
316 Eastern Drive • Moorefield, WV 26836
Melissa.Shockey@easternwv.edu

EQUAL OPPORTUNITY EMPLOYER