



Position Announcement

Manicurist (Nail Technician) Adjunct Instructor – Part-Time

TCAT Pulaski is accepting applications for a part-Time Manicurist (Nail Technician) Adjunct Instructor to be located at our main Campus.

MINIMUM QUALIFICATIONS:

- Must have a valid Tennessee Manicurist/Nail Technician License.
- Must have a valid Instructor License (or eligibility for licensure through the Tennessee State Board of Cosmetology and Barber Examiners).
- Minimum of 2 years of professional nail technology experience.

PREFERRED QUALIFICATIONS:

- Prior teaching or training experience.
- Experience in curriculum planning and student assessment.
- Knowledge of adult learning principles and instructional technology.

SKILLS:

- Evidence of potential teaching ability.
- Must possess the computer skills necessary to be an effective instructor.
- Possess the organizational and communication skills necessary to interact effectively with students as well as the public and other employees.
- Must be willing to learn and use classroom management best practices and individualized instructional techniques.
- Must be willing to remain current in the Cosmetology profession.
- Demonstrated ability to work effectively with secondary and postsecondary students.
- Must have strong communication skills and a desire to mentor students

GENERAL DUTIES:

- Deliver engaging classroom and hands-on instruction in manicuring, pedicuring, artificial nail enhancements, and nail art.
- Teach sanitation, hygiene, infection control, and safe practices according to state standards.
- Guide students in developing technical and professional skills necessary for employment in the salon industry.
- Prepare students for successful completion of State Board licensure examinations.



- Maintain accurate student records, attendance, and progress reports.
- Ensure a clean, safe, and professional learning environment.
- Support the Director of Nursing and Allied Health with program needs and compliance requirements.

SALARY:

In accordance with guidelines established by the Tennessee Board of Regents and the Tennessee Colleges of Applied Technology.

APPLICATION SUBMISSION & REVIEW:

To be considered for a position at TCAT-Pulaski, you must create an online application at

<https://secure.dc4.pageuppeople.com/apply/1126/gateway/Default.aspx?c=apply&sJobIDs=501531&SourceTypeID=796&sLanguage=en-us>. Your skills, abilities, qualifications, and years of experience will be evaluated using what is recorded on your application. Please include the complete Begin and End Dates under your Employment History. Scan and attach required documents to the online application in Word or PDF format.

REQUIRED DOCUMENTS:

Cover Letter

Resume

Educational transcripts, diplomas and licenses

EMPLOYMENT DOCUMENTS: Current federal law requires identification and eligibility verification prior to employment. Only U.S. citizens and aliens authorized to work in the United States may be employed. A criminal/financial background check will be required for applicant selected.

TCAT Pulaski does not discriminate on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age, status as a protected veteran or any other class protected by Federal or State laws and regulations and by the Tennessee Board of Regents policies with respect to employment, programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: Christa Williams, Vice President Student Services/Title VI Coordinator, christa.williams@tcatpulaski.edu, 1233 E. College St, Pulaski, TN 38478, 931-424-2404. The TCAT Pulaski policy on nondiscrimination can be found at <https://www.tcatpulaski.edu/about/non-discrimination-statement>.

EOE/Title IX/Title VI/ADA Employer

A Tennessee Board of Regents institution