



### Position Announcement

**Position:** Phlebotomy Instructor  
Adjunct (as needed)

**Institution:**  
Regional Workforce Training Center  
Southwest Mississippi Community College  
1146 Horace Holmes Dr., Summit, MS 39666

**Job Description:** The Phlebotomy Instructor will facilitate classroom and hands on training of the skills and competencies needed to be a Phlebotomist. The Phlebotomy Instructor will provide instruction, assess, and document skill/knowledge attainment on the skills required to be a Phlebotomist. This position reports directly to the Workforce Training Coordinator

**Duties and Responsibilities:** Instruct students in the proper way to draw and handle blood in a hospital/clinic setting. Demonstrate the ability to collect and process specimens such as being able to gather medical testing material, including needles, sample vials, blood storage bags and test tubes. Demonstrate safe laboratory work habits by verifying patient information and labeling blood samples properly. Demonstrate all health safety procedures by maintaining sanitary work areas. Verify clinicals with local hospital for completion requirements. Submit required Regional Workforce reports and forms. Advise students in career and program matters.

**Salary: Commensurate with experience**

**Application Due: March 22, 2023**

**Qualifications:** The required qualifications for this position are: High School Diploma or general education degree (GED); Certified Phlebotomist/Certified Medical Lab Tech/ Registered Nurse, and preferred teaching experience.

**Evaluation Criteria: Cover Letter, Resume and SMCC application.** SMCC application  
<https://www.smcc.edu/media/SMCC--FACULTY-EMPLOYMENT-APPLICATION-JULY-2022.pdf>

**Contact: Jennifer Knight**, Southwest Mississippi Community College, 1156 College Drive  
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