

# POSITION VACANCY ANNOUNCEMENT

**POSITION TITLE:** Dean of Career and Technical Programs

**EMPLOYMENT TERM:** Full-time, 12-month position

**BEGINNING DATE:** Negotiable

**LOCATION:** Carthage Campus

**RESPONSIBILITIES:** The Dean of Career and Technical Programs is responsible to the Vice President of Instruction; leadership in planning, organizing, administering and evaluating the educational programs of Career and Technical programs; familiarity with SACSCOC, THECB and other accrediting agencies; familiarity of Career & Technical Education Guidelines and WECM; preparing and monitoring budgeting across multiple areas; maintain and evaluate professional development portfolios and institutional effectiveness assessment data; schedule and evaluate dual credit offerings in relation to career and technical programs; and other duties as assigned. A complete job description may be found at <https://www.panola.edu/humanresources>

**QUALIFICATIONS:** Masters required, degree from a regionally accredited institution; requires a minimum of 5 years-experience in progressively responsible management positions as a Department Chair or higher in Community College setting; 3 years teaching experience. Experience with the accreditation process of the Southern Association of College and Schools Commission on Colleges accrediting body is desired.

**COMPENSATION:** The salary offered will be commensurate with educational background and work experience.

**BENEFITS:** Group Health and Life Insurance, Educational Retirement, Social Security, Optional – Disability, Additional Life, AD&D, and Dental Insurance. 60-day waiting period.

**CLOSING DATE:** Screening of applications begins July 1, 2025. Position open until filled.

**\*\*Must pass a pre-employment criminal background check.\*\***

## **APPLICATION PROCEDURE:**

Applicants should secure and submit an application, resume, and letter of interest to:

Jeremy Dorman, Director of Human Resources  
Panola College  
1109 W. Panola St, Carthage, Texas 75633  
903.693.2021 Email: [jdorman@panola.edu](mailto:jdorman@panola.edu)