



183 College Drive • De Queen, AR 71832  
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**PART-TIME POSITION ANNOUNCEMENT**  
**Instructor-Cosmetology, Esthetician, and Nail Technician Programs**  
**(Part-Time Faculty/Nashville Campus)**

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The part-time instructor will assist with facilitating all educational activities, daily operations, curriculum planning, classroom monitoring, and submitting required program reporting for the Cosmetology, Esthetician, and Nail Technician programs. This role is essential to ensuring the efficiency and effectiveness of all three programs in preparing students for board examinations, teaching workplace professionalism, and graduating students who are well prepared to enter the beauty and wellness industry.

**RESPONSIBILITIES:**

- Identify areas of difficulty for students and provide necessary support and plans of action
- Assist with development of curriculum and instructional materials for courses
- Deliver engaging Theory instruction across all three program areas
- Guide and supervise students on practical applications, offering instruction and feedback as needed
- Administer and evaluate practice exams for both written and practical tests
- Oversee daily operations on the clinic floor
- Maintain student records, including clock hours, attendance, grades, etc.
- Ensure compliance with state board requirements.

**REQUIREMENTS:**

- Must hold and maintain current Cosmetology License through the Arkansas Department of Health
- Strong organizational and time management skills
- Strong communication skills
- Ability to work independently with minimal supervision
- Previous teaching/classroom experience is preferred
- Experience with esthetics and nail care/enhancements is preferred

**COMPENSATION:**

\$20 per hour; 20 to 25 hours per week; days and hours to be determined

**REQUIRED APPLICATION MATERIALS**

Applicants are required to submit a cover letter, an up-to-date resume, unofficial transcripts, and copy of current licensure. Applications missing any of the required documents will be deemed incomplete and will not be considered.

**DEADLINE FOR APPLICATIONS**

Sunday, July 13, 2025

**HOW TO APPLY (EXTERNAL APPLICANTS)**

Visit [www.cccua.edu](http://www.cccua.edu) and navigate to About > Employment Opportunities > View Available Jobs – External Applicants. Locate Job Requisition **R0073458**, then click the blue "Apply" button at the top of the posting to begin your application.

**HOW TO APPLY (INTERNAL APPLICANTS):**

Log in to Workday>Search “Find Jobs Internal” in the search box to view all open positions>Select the position>Apply.

**Call (870) 584-1104 or 870-584-1164 if you have questions, or email [hr@cccua.edu](mailto:hr@cccua.edu).**

Cossatot Community College of the University of Arkansas (UA Cossatot) is an equal opportunity institution. UA Cossatot does not discriminate in its education programs or activities (including in admission and employment) on the basis of any category or status protected by law, including age, race, color, national origin, disability, religion, protected veteran status, military service, genetic information, sex, sexual orientation, or pregnancy. Questions or concerns about the application of Title IX, which prohibits discrimination on the basis of sex, may be sent to UA Cossatot’s Title IX Coordinator and to the U.S. Department of Education Office for Civil Rights.

\*Persons must have proof of legal authority to work in the United States on the first day of employment.

\*Application information is subject to public disclosure under the Arkansas Freedom of Information Act.