



183 College Drive • De Queen, AR 71832  
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## POSITION ANNOUNCEMENT

### Medical Laboratory Technician Director

(Full-Time, 12-Month Faculty Position/De Queen Campus)

The Director of the Medical Laboratory Technician (MLT) Program provides leadership and oversight for all aspects of program administration, instructional delivery, and continuous program improvement. This position is responsible for ensuring instructional quality, supporting student success, maintaining accreditation standards, and advancing the mission and goals of the institution. The Director serves as a faculty member and teaches assigned courses while maintaining effective relationships with students, faculty, clinical partners, and external stakeholders.

#### Responsibilities include, but are not limited to:

- Provide leadership, administration, and operational oversight of the Medical Laboratory Technician (MLT) Program.
- Coordinate and evaluate instructional delivery to ensure quality education and student achievement.
- Maintain compliance with institutional policies, accreditation standards, and applicable regulatory requirements, including NAACLS standards.
- Develop, review, and revise curriculum, course content, and instructional methodologies to support program effectiveness and workforce readiness.
- Prepare and submit required reports, documentation, and assessment materials for accreditation and institutional processes.
- Manage program planning, budgeting, scheduling, and resource allocation.
- Recruit, support, coordinate, and evaluate faculty and instructional personnel.
- Establish and maintain clinical education partnerships, agreements, and advisory relationships.
- Support student recruitment, advising, retention, and completion initiatives.
- Participate in institutional assessment, strategic planning, and professional development activities.
- Teach assigned courses and maintain professional credentials and subject matter expertise.

#### Minimum Qualifications:

- Bachelor's degree in Medical Laboratory Science, Clinical Laboratory Science, or closely related field.
- Commitment to complete a Master's degree within two (2) years of hire (if applicable to institutional requirements).
- Current ASCP-BOC or ASCPi-BOC certification.
- Minimum of two (2) years of medical laboratory experience.
- Minimum of two (2) years of teaching, training, clinical education, or in-service instructional experience.

#### Annual Compensation:

\$50,000 range annually, plus an excellent benefits package that includes health, dental, and life insurance; short- and long-term disability insurance; a retirement plan with employer matching; paid vacation and sick leave; and educational assistance for employees and their dependents.

**All applications must include a cover letter, an updated résumé, college transcripts, and copies of current licensure or certifications. Applications received without the required documents will be considered incomplete and will not be reviewed.**

#### Deadline for Application Submissions:

Monday, July 6, 2026

#### Instructions for External Applicants to Apply:

Visit [www.cccua.edu](http://www.cccua.edu), click **About**, select **Employment Opportunities**, then click **View Available Jobs – External Applicants**. Locate **Job Requisition R0087408**, click the blue **Apply** link at the top of the posting, and follow the application process.

#### Instructions for Internal Applicants to Apply:

Log in to **Workday**, search **Find Jobs**, after submitting your application, select **My Applications** to view your application status.

**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.

6/22/26