



VACANCY ANNOUNCEMENT

Position Title: Construction Trades Faculty

Position #: 300360

Position Status: Full-Time (11 months)

Reports To: Department Chair of Career and Technical Education

DUTIES AND RESPONSIBILITIES:

The Construction Trades Faculty will perform the following duties and responsibilities under the supervision of the Department Chair of Career and Technical Education.

Within the scope of college policies and procedures, this position:

1. Teaches assigned construction trades courses and associated labs in accordance with the college's workload policy; maintains written instructional standards; facilitates instruction using alternative delivery methods as needed; informs students in writing of instructional standards; participates in the assessment of student learning outcomes; establishes, maintains and submits accurate student and instructional records in a timely manner.
2. Works closely with Advisory Board in preparation of course proposals, curriculum, instructional materials, and evaluation tools; reviews and updates course outlines, textbooks, laboratories and course procedure sheets for construction trades; assists with curriculum updates and the construction of certificate/degree programs for construction trades.
3. Applies and maintains standards of quality operating methods, processes, systems, and procedures; integrates knowledge of students, competitors, other industries, industry groups, and professional training to continuously improve program quality.
4. Participates in course scheduling, department, college meetings; serves on college committees as assigned; collaborates with the Career and Technical Education faculty and instructional managers, to review and maintain the integrity of curriculum.
5. Provides academic advising and career guidance to students interested in pursuing careers in the construction trades.
6. Develops and maintains partnerships with local industries and area employers to assist in arranging field experiences for program students; collaborates with college community and area high schools in support of construction trades events and competitions; assists in recruiting students and supporters to the program, including participation in job fairs, recruiting events, and other special events related to the program.
7. Coordinates acquisition and maintenance of necessary construction trades equipment, supplies and materials ensuring supply inventory is accurate and up to date.
8. Manages budget and ensures all expenditures are appropriate for projects.
9. Responsible for hiring work study/hourly student workers and establishes course and work schedules.
10. Responsible for maintaining a pool of qualified instructors to serve as subject matter experts and coordinate course schedules that lead to pathway completion.
11. **Work Environment:** Work is primarily performed in a classroom or laboratory setting under limited supervision. Incumbents may be exposed to electrical, mechanical, and chemical hazards.
12. **Physical Requirements:** Essential functions of this position require: manual dexterity, ability to communicate, lifting, kneeling, squatting, climbing, crawling, stooping, turning/twisting, balancing, reaching and handling with varying frequencies.

13. **Heavy work:** Occasional lifting and carrying objects up to 75 pounds, Frequent lifting and carrying, pushing, or pulling objects weighing up to 50 pounds; and/or continuous lifting, carrying, pushing, or pulling 10-20 pounds.
14. Other duties as assigned.

See Human Resources for a complete job description.

Minimum Qualifications:

- High School Diploma or equivalent
- Current NCCER Instructor certifications or willingness to obtain
- Three years' related industry experience
- Career and Technical Education credential or willingness to obtain credential

Preferred Qualifications:

- Associate's degree in related discipline from an accredited institution of higher learning recognized by the US Department of Education
- Two years successful teaching experience at the post-secondary level.
- Knowledge of curriculum and program development
- Ability to interface with local employers in support of the construction trades program and be able to market program.
- Be creative and committed to teaching excellence by demonstrating an ability to improve all students' learning by assessing students, programs and campus outcomes and adjusting based on the data.
- Ability to work independently while contributing to team environment
- Ability to communicate effectively, verbally and in writing, and to relate to others in a professional, helpful manner
- Experience with educational technology such as using a learning management system, telepresence, hybrid classes and a willingness to continue to learn and incorporate educational technology.
- Ability to work cooperatively and effectively with diverse populations including experience working with adult and non-traditional learners.
- Willingness to teach a varied schedule including evenings, weekends and summer.
- Educational philosophy in alignment with that of a small rural, comprehensive Community College and enthusiasm for this type of environment and the aspirations of its people.

SALARY:

\$56,296 - \$60,090 with an excellent and highly competitive benefits package including PERA retirement, health, vision, dental, life insurance, and sick leave

210 day- 11-month renewable academic year position

APPLICATION INSTRUCTIONS

For consideration, an applicant file must contain:

1. Cover letter that addresses the minimum and preferred qualifications
2. Resume
3. Copies of transcripts (High School, A.A., B.A., and M.A.)
4. Names, addresses, and phone numbers of 3 professional references

APPLICATION DEADLINE

Open Until Filled- 1st review of applications will begin on January 10, 2024

POSITION START DATE:

As soon as possible

Submit Application Packet To:

Otero College
Attn: Kelsey Barbee
Director of Human Resources
1802 Colorado Ave
La Junta, CO 81050
FAX: (719) 384-6947

Or Email To: kelsey.barbee@otero.edu

Inquiries May Be Directed To:

Kelsey Barbee
(719) 384-6824

Applicants must submit to and pass a background check before an offer of employment can be extended.

****Please Note:** *Otero College is not able to provide sponsorship for applicants who do not currently have the legal right to work in the United States or require transfer of a Visa.***

****Must be a resident of the State of Colorado or able to relocate to Colorado prior to the first date of employment. ****

Notice of Non-Discrimination

Otero College prohibits all forms of discrimination and harassment including those that violate federal and state law or the State Board for Community Colleges and Occupational Education Board Policy 3-120. The College does not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, ancestry, physical or mental disability, veteran status or military status, pregnancy status, religion, genetic information, gender identity, gender expression, sexual orientation, or any other protected category under applicable local, state, or federal law (also known as "civil rights laws") including protection against retaliation and for those opposing discrimination or participating in any grievance process on campus or within the Equal Employment Opportunity Commission or other human rights agencies, in its employment practices or educational programs and activities. Otero recognizes that the quality of instruction and educational opportunities for all are enhanced when the diversity of the community served is represented in the student population and workforce. Otero also recognizes that women, minorities, veterans and individuals with disabilities have been historically underutilized in the higher education workforce.

The College has designated Kelsey Barbee, Director of Human Resources, as its AFFIRMATIVE ACTION (AA), OFFICER, EQUAL OPPORTUNITY (EO), AND TITLE IX COORDINATOR with the responsibility to coordinate its civil rights compliance activities and grievance procedures. If you have any questions, please contact Kelsey Barbee, Director of Human Resources at 719-384-6824, kelsey.barbee@otero.edu, or 1802 Colorado Ave. McDivitt Hall RM# 140, La Junta, CO 81050.

You may also contact the Office for Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Boulevard, Suite 310, Denver, CO 80204, telephone (303) 844-3417.

The Federal Clery Act (The Student Right to Know and Campus Security Act of 1990) requires all institutions of higher learning to make available to prospective employees the agency's Annual Security Report/Campus Crime Statistics. A paper copy of this report can be obtained at the Student Services Center upon request or at: <http://www.ojc.edu/content/marketing/catalog.pdf>. This report includes statistics for the previous three years concerning crimes that occurred on campus or on property controlled or owned by Otero College, as well as public property within, or immediately adjacent to and accessible from, our campus.

Former employees of the Colorado Community College System or one of its 13 colleges, who were disciplinarily terminated or resigned in lieu of termination, must disclose this information in your application packet

Qualified protected class individuals are encouraged to apply

Otero College must comply with the Immigration Reform and Control Act of 1986. If hired you will be required to provide documents to show your identity and authorization to work. In addition, Colorado fiscal rules require direct deposit for all new employees.

ABOUT OTERO COLLEGE:

Founded in 1941, Otero College is an accredited Hispanic Serving Institution and is a state two-year community college with approximately 1500 students (1250 FTE) made up of traditional, non-traditional and international students. The college is governed by the State Board for Community Colleges and Occupational Education. Otero is located on an attractive 40-acre campus on the southern edge of La Junta, Colorado. The college is a full-service campus with dormitory housing, food service, men's and

women's varsity intercollegiate athletics, and state-of-the-art educational technology. The city of La Junta has a population of approximately 8,000 and is located on Highway 50, sixty miles east of Pueblo. The college serves the residents of Otero, Bent, and Crowley counties. This rural geographic area in southeast Colorado is primarily agriculture based and has a population of approximately 33,000 people. Students at Otero can earn degrees in Associate of Arts, Associate of Science, Associate of Applied Science, Associate of General Studies or an Associate Degree in Nursing. Students who wish to pursue vocational occupations will find over a dozen one- and two-year certificate programs available. Career and Technical Education certificate programs at Otero include:

- Advanced Ag/Business Management
- ABM Financial Analysis
- Ag/Business Marketing and Risk Management
- ABM Records and Business Planning
- Rural Business Entrepreneurship
- Cosmetology
- Hair Stylist
- Nail Technician
- Esthetician
- Crop Production
- Intro to Horticulture
- Horticulture
- Emergency Medical Technician
- EMT Intermediate
- Community Health Worker
- Law Enforcement Training Academy
- Livestock Production
- Agriculture Production Management
- Artificial Insemination
- Nurse Aide
- Practical Nursing
- Phlebotomy
- Oxyacetylene
- Welding Fundamentals I
- Welding Fundamentals II
- Welding Production
- Advanced Welding Pipe
- Advanced Welding Railroad

To learn more about Otero College, visit the college's website at www.otero.edu.

OTERO MISSION STATEMENT:

To provide quality higher education that is accessible, transforms lives, expands employment opportunities, enriches our communities, promotes individual and global cultural diversity, and fosters economic development.