



## **WELDING INSTRUCTOR PART-TIME POSITION**

### **JOB DUTIES AND RESPONSIBILITIES:**

Otero College is seeking a highly motivated and experienced individual to join the College as a Welding Instructor. The successful candidate will be responsible for designing and delivering high-quality education content that helps students develop the skills and knowledge necessary to succeed in the field of English.

Under the supervision of the Department Chair of Business and Services Occupations, the instructor will:

1. Teaches assigned welding technology 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. Assists in the preparation of course proposals, curriculum, instructional materials, and evaluation tools; reviews and updates course outlines, textbooks, laboratories and course procedure sheets for welding technology courses; assists with curriculum updates and the construction of certificate programs.
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. Assists in the management of the welding program; maintains equipment and supply inventory
5. **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.
6. **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.
7. **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.
8. Other duties as assigned.

### **MINIMUM QUALIFICATIONS:**

- High School Diploma or equivalent
- Willingness to teach night and weekend courses.
- Current AWS certifications in SMAW, GMAW and GTAW or willingness to obtain certifications
- Validated three years' related industry experience or equivalent experience in teaching welding curriculum in a high school or post secondary setting.
- Career and Technical Education credential or willingness to obtain credential within three years through professional development

### **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 welding technology 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
- 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.
- 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.

**COMPENSATION:**

\$51.60-\$77.41 per student per credit hour depending upon education level and teaching experience

Example: a 3 credit hour class with 8 students would range from \$1238.40-\$1857.81/semester

**APPLICATION INSTRUCTIONS:**

For consideration, an applicant file must contain:

1. Cover letter addressing the minimum and preferred qualifications.
2. Resume
3. Names and phone numbers of three professional references
4. Copy of unofficial transcripts (Official transcripts requested upon hire) - As part of our commitment to a fair hiring process, we invite you to redact any information from your transcripts that may be confidential/protected under law, including your age, date of birth, or dates of attendance/graduation.

Please submit the application file to:

Kelsey Barbee  
 Director of Human Resources  
 Otero Junior College  
 via email at [kelsey.barbee@otero.edu](mailto:kelsey.barbee@otero.edu)  
 719 384-6824

**Application Deadline:** Open Until Filled – 1<sup>st</sup> review of applications will begin July 25, 2024