



JOB CODE: TECH/WLD01

Job Description

Job Title: Welding Instructor
FLSA Status: Exempt – Full Time (9 Month)
Department: Career and Technical Education
Reports to: Dean of Career and Technical Education

Job Summary

The Welding Instructor is a full-time teaching position located on the Gillette campus of the Northern Wyoming Community College District (NWCCD). This faculty member will provide lecture and laboratory instruction in welding courses in the Associate of Applied Science and Certificate of Completion programs. This individual will be team-oriented and will collaborate with NWCCD colleagues to develop curriculum, academic programs, assessment of student learning, and provide for the maintenance of equipment. This instructor will actively work with industry representatives to ensure that students are prepared to enter the workforce with appropriate welding skills. Other duties include supporting student success by engaging students in the welding discipline, support of student activities, and advising students in the welding program. A successful candidate can communicate effectively with students and staff, engage in learner-centered teaching methods, serve on institutional committees, and otherwise contribute to the collegial environment of the campus and district. Weekend, evenings, and/or summer teaching is expected.

Essential Duties and Responsibilities

- Provide classroom and lab/shop instruction
- Participate in curriculum development and assessment of student learning activities at the course, program, and institutional levels
- Supervise students throughout all aspects of the program
- Effectively utilize software programs
- Maintain a safe environment for all participants
- Maintain compliance with GCCD Policies and Procedures
- Ordering, organizing, and maintaining equipment and building for instruction
- Assist with student recruiting and advising
- Serve on college and departmental committees and attend advisory board meetings
- Work with local industry to meet workforce needs
- Support student organizations – AWS Student Chapter and Skills-USA
- Other duties as assigned

Knowledge, Skills, and Abilities Required by the Position

- Capable of teaching a variety of welding/welding related classes;
- Commitment to the community college mission and technical education.
- Effective communication
- Ability to collaborate in a team environment
- Ability to manage time and responsibilities
- Ability to engage students

- Disposition: Openness to new learning, new techniques in teaching and new industry trends
- Disposition: Readiness to respond to local industry needs
- Demonstrated knowledge and abilities in the following areas: shielded metal arc, flux core arc, gas metal arc, and gas tungsten arc on plate and pipe;
- Familiarity with metallurgy;
- Experience with print reading

Working Conditions/Physical Requirements

- Work mostly consists of classroom, lab/shop, and office setting
- Occasional evenings and weekends

Supervisory and Management Responsibility

- None

Minimum Qualifications

- Associate degree in Welding with three years of industry experience required.
- Bachelor's degree in the appropriate area preferred. Possess or obtain within three years (prior to receiving tenure) the American Welding Society (AWS) Certified Welding Educator (CWE) credential and the AWS Certified Welding Inspector (CWI) credential
- Teaching experience with a strong background in welding preferred
- Competency using Microsoft Office, Excel and Outlook preferred
- Knowledge using classroom technology including learning management software.

Preference will be given to the candidate who demonstrated the ability to interact with diverse audiences and who is able to incorporate innovative, inclusive pedagogies and technology into their teaching.

Complete applications will contain a GCCD Application, cover letter, resume, philosophy of teaching statement, leadership philosophy statement which includes philosophy of diversity, equity and inclusion, copies of graduate and undergraduate transcripts (official transcripts need to be supplied at the time of the interview), and contact information for three (3) professional references.

HOW TO APPLY:

In order for applications to be complete they must contain: a cover letter, resume, GCCD application (found online at <https://gillettecollege.org/about/careers>), and copies of graduate (if applicable) and undergraduate transcripts. Official transcripts will be needed prior to an interview. Email all application documents to tgardner@gillettecollege.org.

Equal Opportunity and Affirmative Action Employer

Gillette Community College District is an equal opportunity institution and as such, does not discriminate on the basis of race, sex, color, national origin, religion, age, veteran status, political affiliation, disability, sexual orientation, gender identity, or any other characteristic protected under applicable federal, state, or local law in admission or access to or treatment or employment in its educational programs or activities. Direct inquiries or complaints to Ted Gardner, Interim Human Resources Director, 300 W Sinclair Drive, Gillette, WY 82718, or tgardner@gillettecollege.org, or the U.S. Department of Education, Office for Civil Rights, 1244 Speer Blvd., Ste. 310, Denver, CO 80204-3582, 303-844-5695 or TDD 303-844-3417.
