



## POSITION ANNOUNCEMENT

### Faculty – Industrial Technologies Mechanical

Applications are being accepted for an Industrial Technologies Mechanical Faculty position. The Industrial Technologies Mechanical Faculty is responsible for face to face, hybrid, and virtual (online) classroom instruction, focused in the field of industrial factory floor, pneumatics, hydraulics, and mechanical systems. This position will provide leadership in the development, assessment, and evaluation of curriculum in existing courses, new courses, and related programs. This position will also provide on-site training at industry locations utilizing e-Learning, face to face, and hybrid learning modalities, with the potential of teaching some traditional college technical courses at NSCC campuses and at high school locations. The funding for a portion of this position is contingent on the General Mills contracted training arrangement and operational needs of the college.

#### DESIRED MINIMUM QUALIFICATIONS

##### Education and Experience:

- Bachelor's degree in the discipline related to subjects taught and/or a combination of education, training and tested experience.
- Minimum of five (5) years of applied Hydraulics and Pneumatics experience including installation, maintenance, and troubleshooting of electro-mechanical systems.
- IFPS certification a plus.
- Minimum of five (5) years industrial experience. If experience is not within the last 5 years, must show currency with industry through membership, training or consulting.
- Teaching experience preferred.

##### Necessary Knowledge, Skills, and Abilities:

- Working knowledge in educational theory or techniques
- Intermediate knowledge of local industry and manufacturing processes
- Ability to lead development of new courses and programs
- Knowledge ability to operate Microsoft applications, as well as operate instructional equipment internally as well as at remote instructional sites
- Ability and skill to assess and plan courses and programs
- Excellent oral and written communication skills
- Ability to develop and maintain relationships
- Ability to work as a team member

A complete job description is attached.

Interested candidates should submit an application, cover letter, and updated resume in Word or PDF format, to [careers@northweststate.edu](mailto:careers@northweststate.edu) using subject line "Faculty – Industrial Tech Mech."

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*For a complete listing of current Employment Opportunities, visit [www.northweststate.edu](http://www.northweststate.edu) and click on "Community" then "Employment Opportunities."*

Office of Human Resources  
Northwest State Community College  
22600 State Route 34  
Archbold, OH 43502  
EOE M/F/D/V

Northwest State Community College is an Equal Opportunity Employer and educator that does not discriminate on the basis of race, color, national origin, sex, sexual orientation, genetic information, religion, age, disability or military status in employment or the provision of services.

In accordance with the Americans with Disabilities Act, it is the policy of Northwest State Community College to provide reasonable accommodations to persons with disabilities. When contacted for an interview, an applicant who requires special accommodations due to a disability should notify the Human Resources office at the time he/she is contacted so that proper arrangements can be made for the interview.

**Posted: 2/13/2019**



**POSITION TITLE:** Faculty - Industrial Technologies Mechanical  
**DEPARTMENT:** Custom Training Solutions  
**SUPERVISOR:** Dean - Industrial Technology  
**GRADE LEVEL:** 12 Month Non-Traditional Faculty, Professional Unit

### **GENERAL PURPOSE**

The Industrial Technologies Mechanical Faculty is responsible for face to face, hybrid, and virtual (online) classroom instruction, focused in the field of industrial factory floor, pneumatics, hydraulics, and mechanical systems. This position will provide leadership in the development, assessment, and evaluation of curriculum in existing courses, new courses, and related programs. This position will also provide on-site training at industry locations utilizing e-Learning, face to face, and hybrid learning modalities, with the potential of teaching some traditional college technical courses at NSCC campuses and at high school locations. The funding for a portion of this position is contingent on the General Mills contracted training arrangement and operational needs of the college.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Facilitate face to face, virtual (video conference or webinar), and online (asynchronous) instruction:
  - a. Prepare, present, and evaluate course materials related to the instructional strategies which are based on the course learning objectives.
  - b. Provide adequate feedback/explanation of graded coursework and other student information in an accurate and timely manner.
  - c. Ensure a positive and favorable learning environment in the classroom, labs, and on campus
  - d. Responsible for classroom and lab equipment (local & remote), maintenance, and supplies.
  - e. Instruct classes both on campus and at remote training sites. Remote sites may include other NSCC campuses, industry sites, and high schools.

2. Lead the development, assessment, and evaluation of curriculum:
  - a. Complete assessment and evaluation of existing courses and program curriculum; revises course materials and activities as needed for continuous improvement.
  - b. Develop new courses including the assessment, evaluation, course syllabi, selecting appropriate text, lab equipment, and ancillary materials
  - c. Make periodic visits to related industrial sites to maintain technology awareness; organize and facilitate advisory committee meetings.
  - d. Organize and facilitate advisory committee and industry roundtable meetings.
  - e. Provide leadership to adjunct faculty, lab coordinators, and student workers.
  - f. Move the curriculum to a competency based, hybrid method of instructional delivery utilizing online courses and structured lab exercises in an open lab environment.
3. Participate in student advisement:
  - a. Arrange and maintain suitable office hours for student advising and academic assistance.
  - b. Provides academic advising and counseling to students assisting with course selection and academic requirements.
4. Facilitate cooperative relationships with outside agencies, including:
  - a. Colleges and universities
  - b. High schools
  - c. Career Centers/Tech Prep/dual enrollments
  - d. Local industry, trade, and industrial organizations
5. Participate in department, faculty meetings, and college committees, and other scheduled meetings/activities at which attendance is expected
6. Complete assigned tasks in a timely manner and adhere to college policies and procedures
7. Engage in professional development activities to maintain and enhance course content and instructional skills
8. Frequently assess the needs of the local industry by completing field experiences each year, as specified by their supervisor. These can include company visits, industry round tables or corporate training.
9. Assist the division/admissions in their efforts to recruit students into the Industrial Technologies programs.
10. Assist the division/college in their efforts to secure funds through competitive State and Federal grants when applicable, including the possibility of giving Faculty leadership to the deployment of a grant if necessary.
11. Assist the CTS Sales Team to grow the departmental business through new and existing customers.
12. Other similar duties as assigned.

## **QUALIFICATIONS**

### *Education and Experience:*

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- Ability to work as a team member

**SUPERVISION EXERCISED**

None

**RESPONSIBILITY FOR PUBLIC CONTACT**

Position will interact with and may conduct presentations for business and industry personnel, NSCC and other college personnel, equipment vendors, students and their parents, high school employees, and the general public.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.