

POSITION ANNOUNCEMENT

Faculty – Industrial Technology (Electrical)

Applications are being accepted for an Industrial Technology (Electrical) Faculty position. The Industrial Technology Faculty will be responsible for classroom instruction. They will provide leadership in the development, assessment, and evaluation of curriculum in existing courses, new courses, and related programs. They will actively participate in student advising. They will participate in department meetings, college committees, and facilitate industry advisory committees.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- Bachelor's degree in Engineering/Industrial Technology related to subjects taught and/or a combination of education, training and tested experience.
- 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.
- Experience and knowledge in maintenance and troubleshooting electro-mechanical systems is a plus.

Necessary Knowledge, Skills, and Abilities:

- Working knowledge in educational theory or techniques.
- Knowledge of local industry and manufacturing processes.
- Ability to lead development of new courses and programs.
- Ability and skill to assess and plan courses and programs.

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 using subject line "Faculty – Industrial Tech Electrical."

For a complete listing of current Employment Opportunities, visit 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: 9/18/2019



POSITION TITLE: Faculty – Industrial Technology (Electrical)

DEPARTMENT: Science, Technology, Engineering Tech, Mathematics & Industrial Technologies

SUPERVISOR: Dean – STEM & Industrial Technologies

GRADE LEVEL: Faculty, Professional Unit

GENERAL PURPOSE

The Industrial Technology Faculty will be responsible for classroom instruction. They will provide leadership in the development, assessment, and evaluation of curriculum in existing courses, new courses, and related programs. They will actively participate in student advising. They will participate in department meetings, college committees, and facilitate industry advisory committees.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Facilitate Classroom 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 campus, while maintaining and following proper safety protocols.
 - d. Responsible for classroom and lab equipment, 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; revise course materials and activities as needed for continuous improvement.
 - b. Develop new courses and programs including the assessment, evaluation, course syllabi, selecting appropriate text, lab equipment, and ancillary materials.
 - c. Attends statewide meetings or remain abreast of transfer & articulation policy in order to make recommendations for curricular change and alignment.
 - d. Make periodic visits to related industrial sites to maintain technology awareness; organize and facilitate advisory committee meetings.
 - e. Provide leadership to adjunct faculty, lab coordinators, and student workers.
3. Participate in student advisement:
 - a. Arrange and maintain suitable office hours for student advising and academic assistance
 - b. Provide 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
- e. Professional organizations
5. Attend and 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 follows established college policies and procedures.
7. Engage in professional development activities to maintain and enhance course content and instructional skills.
8. Participate in departmental and institutional accreditation activities.
9. Assist the division/college in their efforts to secure funds through competitive State and Federal grants when applicable.
10. Other similar duties as assigned.

QUALIFICATIONS

Education and Experience:

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SUPERVISION EXERCISED

Aid in the support of adjunct faculty and student workers.

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.