**JOB TITLE:** Welding Instructor / Mobile Welding Lab Specialist  
**DIVISION:** Industry, Trades & Agriculture  
**REPORTS TO:** Executive Dean of Industry, Trades & Agriculture  
**CLASSIFICATION:** Regular Part-Time  
**POSTING DATE:** May 25, 2017

**INTERNAL/EXTERNAL POSTING**

**SUMMARY**  
Southwest Tech is accepting applications from qualified candidates for a part-time Welding Instructor and Mobile Welding Lab Specialist. The position is a regular part-time non-benefited position that includes on-campus welding instruction and acts as a lead coordinator and instructor for off-campus training activities that utilize the mobile welding trailer. This position will have assignments during evenings, weekends, and summer.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Facilitate learning for all aspects of welding to a wide range of students
- Provide accurate evaluation of student progress of competency completion and assignment of grades
- Supervise on-campus lab/shop areas and the mobile welding trailer, keeping them safe, healthy and otherwise conducive for learning
- Assist and advise students academically
- Work with the program advisory committee and related industry to meet industry expectations and continuously improve the program. Act as a liaison to external stakeholders involved with projects involving the mobile welding trailer. This could include high school, industry, and correctional facility stakeholders
- Maintain the serviceability and safe operation of the mobile welding trailer and generator power source. This includes scheduling/performing planned maintenance, ensuring adequate levels of training materials, and maintaining a clean and safe work environment
- Work with administration on program management and accountability
- Develop, implement and maintain curriculum and WIDS including specific daily learning plans with learner-centered activities that reflect industry expectations
- Other duties as assigned

**EDUCATION/QUALIFICATIONS** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Bachelor's degree or equivalent (7 years of work experience as a Welder) per the Wisconsin Technical College System’s and Higher Learning Commission’s faculty qualification requirements.
- Minimum of three-years of recent and relevant occupational experience in welding
- Ability to work with high school students required
- Successful teaching experience preferred
- AWS certified preferred
- Able to lift in excess of 50 pounds unassisted
- Good communication skills, including basic computer skills including email, Word, and Internet
- Able to get along productively with a wide range of personalities
• Patience in dealing with students
• Ability to work effectively with students, advisory committee members, and college staff
• Ability to prioritize and organize time in order to accomplish project goals within budget
• Excellent demonstratable skills in the wide range of welding & cutting competencies required
• A safe and quality conscious work record
• Self-motivated

APPLICATION
• Internal and External applicants complete and submit the online employment application at https://www.swtc.edu/about/job-opportunities. For questions regarding the application process please contact Human Resources at humanresources@swtc.edu or 608.822.2314.

SALARY: BS Range $47,297 - $75,203 pro-rated for instructional load

CLOSING DATE FOR APPLICATIONS: Until filled

STARTING DATE: June 2017

SELECTION PROCESS: The Selection Committee will screen all applicants and select a limited number of candidates for interviews. All applicants will be informed when the position is filled. Meeting the minimum qualifications does not assure the candidate an interview. Final candidate’s employment offer will be subject to completion of a criminal background check and pre-employment drug screening.
Southwest Tech does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The Equal Opportunity/Affirmative Action Officer has been designated to handle inquiries regarding non-discrimination policies. Call 800-362-3322, Ext. 2315 (TDD: 608-822-2072) or write Southwest Tech, 1800 Bronson Blvd., Fennimore, WI 53809.