**ADJUNCT INSTRUCTOR,**

**DIESEL EQUIPMENT TECHNOLOGY**

**PART TIME**

**BUTTS CENTER**

 **MINIMUM QUALIFICATIONS:**

Must possess and maintain an Automobile or Medium/Heavy Truck Professional Technician Certification from the National Institute for Automotive Service Excellence (ASE). Three (3) or more years of medium/heavy diesel truck/equipment work experience.

**PREFERRED QUALIFICATIONS:**

Associate’s degree in Diesel or Automotive Technology or a related field from an accredited technical, community college or university. Medium/Heavy Truck Master Technician Certification from ASE. In addition. Five (5) years of work experience in the medium/heavy diesel truck/equipment. Work experience should include the competencies, skills and knowledge level needed to provide technical instruction. Basic computer skills required. Good interpersonal, organizational and leadership skills.

**RESPONSIBILITIES**:

Under general supervision, instructs and supervises students in Auto Collision Repair program.

Develops program and course outlines, goals and objectives; Prepares lesson plans for classroom instruction for credited technical/occupational courses; Evaluates students’ progress in attaining goals and objectives; Requests and maintains supplies and equipment and prepares required budget requests; Maintains program certification requirements, as appropriate; Prepares and maintains all required documentation and administrative reports; Ensures safety and security requirements are met in the training area; Meets with students, staff members and other educators to discuss students’ instructional programs and other issues impacting the progress of the students; Assists with recruitment, retention and job placement efforts.

**COMPETENCIES**:

Knowledge of pedagogical practice and theory; Knowledge of the mission of postsecondary vocational/technical education; Knowledge of academic course standards; Knowledge of the college’s academic programs; Skill to work cooperatively with students, faculty and staff; Skill in the preparation and delivery of classroom content; Skill to make timely decisions; Skill in the operation of computers and job related software programs; Decision making and problem solving skills; Skill in interpersonal relations and in dealing with the public; Oral and written communication skills.

**SALARY:**

This is a part-time position without insurance benefits; work hours will not exceed 29 per week. Hourly rate is commensurate with education and work experience.

**SPECIAL NOTES:**

Only those who are scheduled for an interview will be notified of the status of the position.

Candidates must successfully complete a criminal background investigation and motor vehicle screening.

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