



Eastern Wyoming College

Job Description: Position Duties & Responsibilities

Job Title:	Career Technical Education Instr	Classification:	Faculty
Department:	Academic Services	Duration:	9 Months (August - May)
Primary Location:	Torrington, WY	FLSA Status:	Exempt, 35 hours Weekly
Position Number:	201	DBM/Level:	1-7 (depends on Ed & Exp)

Knowledge, Skills, and Abilities:

- Extensive knowledge in Precision Farming, Ag Mechanics, and/or Machine Tooling
- Background or experience with drafting software (CAD) and/or GIS, GPS, remote sensing, drones, electrical, and hydraulics would be beneficial or the willingness to learn these areas
- Ability to facilitate student learning
- Effective communication and interpersonal skills

Education and Experience:

An Associates of Applied Science degree in one of the following areas: Precision Farming, Ag-Mechanics, Machine Tooling, Diesel Mechanics/Technology, or Industrial Arts Education. Three years of related work experience. Applicable and related certifications and teaching experience will be considered.

Responsibilities:

Responsibilities will focus on facilitating student learning and supporting the goals and objectives of the college, with related responsibilities in curricular development and institutional development.

Typical Expectations:

1. Facilitate a learning-centered environment
 - Utilize teaching strategies that facilitate student learning and student success
 - Prepare clear objectives, course syllabi, course materials & learning experiences for each course
 - Teach assigned courses in day, evening, and alternate time blocks as needed
 - Prepare and maintain laboratory supplies and equipment
 - Provide academic advising for students
 - Maintain appropriate course records and documentation
 - Participate in curricular development, documentation and articulation
 - Provide instructional services to the community and outreach sites through various delivery methods, including classroom/laboratory instruction, distance education, and community training center activities
 - Assess student outcomes and use the results to strengthen curricula
 - Maintain office hours
2. Support the goals and objectives of the college
 - Assist in meeting requirements for specific programs and for NCA accreditation
 - Participate in college-sponsored in service activities and department/division/faculty meetings
 - Remain current in the areas of assignment
 - Develop and maintain articulation initiatives with regional schools and colleges
 - Promote student recruitment and retention
 - Participate in college operational activities
 - Facilitate the delivery of instructional services to our community and to outreach areas
 - Work collaboratively with colleagues, staff and community members
 - Comply with college policies, rules, and procedures
 - Perform other duties as assigned

Physical Requirements:

- Ability to deliver lectures
- Ability to use computers
- Ability to demonstrate and supervise activities appropriate for classroom and laboratory learning in academic and technical applications