

Three Rivers Community College is accepting applications for:

Non-Credit Part-Time Instructors and Instructional Assistants Machining, Welding, Sheet Metal & Ship Fitting Programs

Taught at Grasso Technical High School, Groton, CT

Instructors- \$64.00/hour up to 17 hours per week
Instructional Assistants- \$28.00/hour up to 17 hours per week

Three Rivers Community College (TRCC) is looking for part-time instructors and instructional assistants to provide basic non-credit instruction to students in machining, welding, sheet metal fabrication and ship fitting skills. Instructors are responsible for providing quality entry-level instruction that will contribute to the learning experiences necessary for each student to meet the objectives of the course and to be successful in both their education and career development experiences. All applicants must hold a high school diploma.

Part-time position openings (up to 17 hours per week) exists for spring 2016
Evening classes 3:00 pm – 9:30 pm

TECHNICAL EDUCATION AND EXPERIENCE: Applicants must provide documentation of a minimum of **five (5)** years, relevant, varied, hands-on experience for the following processes and supervisory responsibility:

Machining, Welding, Sheet Metal and Ship-fitting skills including the following:

- all aspects of shop safety
- reading and interpreting machining, welding and metal fabrication blueprints
- demonstrating the correct, safe use of hand and power tools
- demonstrating the correct, safe set up and operation of a variety of basic and specialized welding equipment
- demonstrating a variety of welding processes using multiple positions
- demonstrating the correct, safe set up and operation of machining, welding, and sheet metal fabrication processes and methods

***Preference will be given to applicants having post-secondary education, certifications, degree, and/or prior technical teaching experience.**

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Instruct students in a classroom and/or welding lab at Connecticut or Grasso Technical High School in Groton, CT
- Directly supervise all students assigned to the class
- Instructors will supervise educational assistants
- Maintain discipline and keep all students safe
- Monitor student attendance and retention rate
- Follow course outlines, objectives and be able to evaluate students
- Be able to teach assigned classes and to effectively manage the day to day operation of the class and shop
- Prepare lessons plans and delivery using instructional technology
- Prepare and provide all class lectures, lab and clinical instruction according to the required curriculum
- Be able to test and evaluate students, report grades and give feedback.
- Give and grade student assignments. Return and go over assignments in a timely manner

APPLICATION DEADLINE: Until Filled

TO APPLY: Send letter of intent, resume, names and address of three references, college transcripts, and completed application form to *via email* to: Barbara Billups, email address: bbillups@trcc.commnet.edu

Application form is available here:

<http://www.ct.edu/files/pdfs/Employment-Application.pdf>

Three Rivers Community College does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, veteran status, sexual orientation, genetic information or criminal record.