

Oelrichs School District 23-3

WELDING INSTRUCTOR

JOB DESCRIPTION

TITLE: Welding Instructor

QUALIFICATIONS/REQUIREMENTS:

- A. Education: Meet certification requirements as established by the State of South Dakota.
- B. Experience Desired: Have knowledge of teaching techniques that meet the diverse needs of students.
- C. Other Requirements: Possess effective student management skills as it relates to scheduling, discipline, and assessment. Possess management, organization, and leadership skills, including the ability to initiate and follow through on ideas and projects. Possess effective oral and written communication skills. Communicate effectively with individuals of varied cultural and educational backgrounds. Have ability to be flexible in working with students at all developmental levels. Have skills in human relations and conflict management.

REPORTS TO: Principal

SUPERVISES: Students

PERFORMANCE GOAL: Welding provides students with entry-level skills, knowledge, and certification to obtain employment in the welding trades and related industries. The welding program is looking for a team player who is sincerely interested in maintaining and improving the high standards of our Program.

PERFORMANCE RESPONSIBILITIES:

- Maintaining a clean, well-organized welding shop.
- Stay current with state of the art welding/fabrication technology, processes and equipment.
- Maintain ongoing interaction with member of school administration, teaching, and staff.
- Provide services and supplementary materials to support instruction on an ongoing basis.

- Serve as an instructor of the program; tending to daily operations of the program.
- Maintain ongoing interaction with members of school administration, teaching, and counseling staff.
- Work closely with the industry partners for guidance, direction and materials.
- Provide services and supplementary materials to support instruction on an ongoing basis.
- Assist with student career plan/portfolio/resume.
- Align instruction to the current post-secondary component for the program.
- Develop ongoing commitment and support for the program.
- Develop activities emphasizing improvement of problem solving, communications and life skills.
- Develop and supervise external activities (site visits, speakers, tours, industry seminars) as appropriate.
- Support curriculum development and program approval requirements.
- Teach a rigorous and relevant curriculum in the subject area.

- Align instruction to standards, assessments, and partner expectations.
- Review student data to design and differentiate curriculum as well as provide socioemotional supports.
- Administer required technical assessments and complete employability profiles.

EDUCATION, EXPERIENCE, AND CERTIFICATION

- Valid SD Certification – Welding.
- Associate Degree or higher plus 2 years employment in welding and metal working. 5 + years of employment with specialization in welding and metalworking.
- Experience teaching or working with high school students in a classroom and/or in a structured environment.

EVALUATION:

Performance of this position will be evaluated in accordance with provisions of the Board of Education's policy on evaluation for professional personnel.

TERMS OF EMPLOYMENT:

Salary and work year as established by the Board of Education.

The above description is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.