GENERAL FUNCTION:
Under limited supervision, performs administrative, record keeping, educational, and technical work in instructing students in the classroom setting. Work involves preparing and delivering lectures for the appropriate department; maintaining appropriate accreditations for all programs; preparing, administering, and grading periodic tests for all courses; maintaining records of student attendance as required by the Community College System. Maintain documents as needed for enrollment of students. Prepare and submit necessary documentation for continued accreditation. Offer assistance to students outside of class time.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
Teach Welding related courses and their associated labs; prepare, administer and grade periodic test, assignments and/or program assessment data; maintain record of student attendance as required by BCC; serve as an academic advisor to students; and serve on college committees.

MINIMUM REQUIREMENTS:
- Welding Diploma from an accredited institution.
- Demonstrates excellent oral & written communication skills.
- Demonstrates strong interpersonal skills with students.
- Three plus years of welding experience

PREFERRED REQUIREMENTS:
- Teaching experience at the community college level
- Experience with classroom technology
- Experience with outcome assessment
- AWS/ASE Certifications CWI
- AAS in Welding Technology

OTHER RELEVANT KNOWLEDGE, SKILLS, AND ABILITIES:
- Knowledge and support of College policies and procedures
- Ability to use Microsoft office, Office 365, Moodle and Internet
- Must have the ability and vocabulary required to communicate with all levels of staff, faculty, subordinates, students, and the public in the performance of the job.

Salary range is determined by the candidate's education and experience related to higher education. The position will remain open until filled and subject to budget availability. Work hours varies, Monday through Friday, 8:00 AM to 5:00 PM with evenings and weekends as needed. A completed and signed Brunswick Community College application, transcripts, a letter stating your qualifications related to the position requirements, skills and abilities and résumé are required. Applications may be found online at www.brunswickcc.edu. Applicants should send all documents and inquiries to Employee Services, Brunswick Community College, PO Box 30, Supply, NC, 28462. Fax (910) 754-8229 Telephone: (910) 755-7300

BCC is an Equal Opportunity Employer