

NORTHLAND PIONEER COLLEGE

Position Description

JOB TITLE: Faculty in Automotive Technology 10 month	Classification: Faculty	LOCATION: TBA
MANAGER/REPORTS TO: Department Chair & Dean of Career and Technical Education	OVERTIME ELIGIBLE: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	# OF DIRECT REPORTS: 0

GENERAL STATEMENT OF RESPONSIBILITIES:

Northland Pioneer College invites applications for a 10-month faculty position in Automotive Technology. This position will consist of teaching a minimum of 33 credits per year: live, hybrid, or online via the institution's learning management system. Responsibilities will include supporting NPC's values: 1) quality learning environment, 2) diversity and accessibility, 3) integrity and accountability, and 4) collaboration toward success; as well as upholding the mission of providing, supporting, and promoting life-long learning.

Successful candidates will teach courses in the accredited undergraduate Automotive Technology as well as other courses for which they are qualified and assigned; teach in a variety of environments and modes (team-taught offerings, day offerings, evening offerings, online offerings, hybrid offerings, etc.) in accordance with course outlines and instructional procedures; integrate technology with instruction; assess students in light of the institution goals, program goals, and course objectives; maintain appropriate scheduled office hours; provide service to the department, division, college, and community as assigned by the supervising department chair, dean or elected by peers; develop good working relationships with discipline-related professionals in the College's Service area; collaborate and participate in AZTransfer to foster transferability opportunities; serve as a community resource in area of expertise; be active in one's field of expertise; travel within the College district.

ESSENTIAL FUNCTIONS:

Standard Faculty Expectations:

1. Positively supports and promotes the college's governing board, administrators, faculty, staff, students, and communities.
2. Teach a minimum of 33 credit hours/loads per year, at varied times and locations and using a variety of teaching delivery systems (including video, enhanced audio, and online) within the qualified discipline.
3. Participate in curriculum planning, development, and evaluation, including assessment of student learning and program review.
4. Maintain accurate student records.
5. Maintain regular office hours and meet all instructional deadlines
6. Serve on program Advisory Councils, Committees, and Articulation Task Forces
7. Provide input for budgets, book orders, and, semester schedules.
8. Engage in creative and scholarly activities within the discipline.
9. Maintain industry-recognized certification in assigned discipline, as required.
10. Perform other duties as assigned.

Discipline-Specific Faculty Expectations:

Teaching responsibilities may include but are not restricted to undergraduate courses in Automotive Technology. Other courses may be developed to fit the successful candidate's expertise and program demand as approved by the appropriate Department Chair and Dean.

Probationary faculty are required to complete the Instructional Skills Workshop (ISW) training within the probationary period, and are strongly encouraged to complete it in their first year. ISW is a required part of a new faculty member's probationary training and probationary faculty are not eligible to receive additional compensation for completing the training.

The above statements are intended to describe the general nature and level of work performed by the incumbent; they do not purport to describe all functions. Incumbent may be assigned other duties, and the essential functions may change from time to time as necessary.

Standard Faculty Competencies:

COMPETENCIES	DESCRIPTION	PROFICIENCY
Communication	Ability to effectively communicate with students and colleagues.	Advanced
Teaching	Ability to engage the 21 st -century community college student – i.e. traditional and non-traditional students. Ability to develop sound pedagogy.	Advanced
Curriculum Development	Ability to develop curriculum in consultation with a Curriculum Coordinator and Instructional Council. Curriculum development must be relevant to the field, and the audience.	Advanced
Technology	Ability to teach via a Learning Management System and use Microsoft Word, Excel, and other computerized systems. Must have demonstrated experience with 21 st -century teaching modalities that involve technology.	Advanced
Diversity & Multi-Culturalism	Ability to serve a diverse audience. Ability to incorporate multi-culturalism approaches to instruction.	Advanced
Trust	Ability to encourage a trusting atmosphere by regularly communicating, being accountable and transparent, and acting with integrity and confidentiality.	Advanced
Flexibility & Adaptability	Ability to be continuously change ready to adjust approach and demeanor to match the shifting demands of different situations.	Advanced
Self-Awareness	Uses feedback and reflection to gain insight into personal strengths and areas of improvement and adjust self as needed.	Advanced
Continual Improvement	Continuously and proactively identifies improvement needs and makes changes to departmental functions and processes that result in better outcomes.	Advanced
Action Oriented	Taking action on new opportunities and challenges with a sense of urgency, high energy, and enthusiasm.	Advanced

Physical	Ability to perform the following physical requirements of the position with or without reasonable accommodation: critical sensory requirements include general vision (corrected to 20/20), hearing or listening in the normal range (corrected), and speaking and giving directions.	Basic
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MINIMUM QUALIFICATIONS:

1. High school diploma and 8 years of experience in Automotive Technology.
2. Extensive demonstrated knowledge of automotive technology
3. Valid driver's license
4. ASE master technician certification

PREFERRED QUALIFICATIONS:

1. Associate's Degree in Automotive Technology
2. Five years of experience.
3. Five years of diesel technology experience.

TERMS OF EMPLOYMENT:

- 3-Year Probationary Period

BENEFITS:

Based on College Procedure employees may be eligible for up to:

- Single Coverage Medical Insurance
- Optional Employee Pay Dental/Vision Insurance
- 4 Personal Days
- 12 Holiday Days
- 5 Days of Spring Break Leave
- 18 Sick Days that can accrue up to 130 Days
- Professional Development Opportunities
- Arizona State Retirement System membership
- Life Insurance
- Long-Term Disability Insurance