



Mississippi Gulf Coast Community College

Notice of Vacancy

Location of Position: Jackson County Campus, Gautier, Mississippi

Position Available: Welding Technology Instructor	Classification: <input type="checkbox"/> Administration <input checked="" type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Hourly
Date Position Available: January 1, 2010	Salary Scale: Salary based on experience and education
Qualifications & Experience: MANDATORY: (M1) Certificate in Welding Technology (M2) Associate Degree (M3) Two years' occupational experience in the welding field (M4) Computer literacy. (M5) Strong interpersonal and written skills. DESIRABLE: (D1) Bachelor's degree from a regionally accredited institution of higher learning. (D2) Community college and/or high school teaching experience in Welding Technology. (D4) Multi-media instructional delivery experience (D3) Certified Welding Inspector Certificate (CWI)	
The College: The Mississippi Gulf Coast Community College District serves a four-county area with three major campuses, the Community Campus and four centers including: Perkinson Campus, Perkinson, MS; Jefferson Davis Campus, Gulfport, MS; Jackson County Campus, Gautier, MS. Additionally, Mississippi Gulf Coast Applied Technology and Development Center, Gulfport, MS; Keesler Center, Biloxi, MS; West Harrison Center, Long Beach, MS; and George County Center, Lucedale, MS. State and regional associations accredit Mississippi Gulf Coast Community College, and several programs are accredited nationally. Offerings include academic, technical degree, vocational skill and adult continuing education programs.	
Application Information & Deadline	
For additional information on the position, contact: Brock Clark Assistant Dean of Career and Technical Education MGCCC Jackson County Campus 2300 Hwy 90 Gautier, MS 39553 (228) 497-7634 E-mail: brock.clark@mgccc.edu	Complete official college application form, resume, and transcripts will be received in the Human Resources Office until the position is filled. Review of applications will begin after: Open Until Filled Mail all documents to: Human Resources Office P.O. Box 609 Perkinson, MS 39573 E-mail: human.resources@mgccc.edu
Job Listing Web Address: www.mgccc.edu	
<small>MGCCC is an Equal Opportunity Employer and welcomes students and employees without regard to race, color, religion, national origin, sex, age or qualified disability.</small>	
<small>FORM B - Revised 9/98</small>	



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JOB DESCRIPTION

Welding Technology Instructor

General Statement of Function: Responsible for the teaching of assigned courses at assigned times as well as the other duties and responsibilities inherent in the position. Reports to the Assistant Dean of Career/Technical Instruction at the Jackson County Campus.

DUTIES AND RESPONSIBILITIES:

1. Teach scheduled courses in the day, afternoon, the evenings, holidays, and/or weekends.
2. Work to improve the methods, content, and value of each course taught.
3. Provide students with course objectives and course outlines that have been approved.
4. Perform extra-curricular and co-curricular duties as assigned.
5. Maintain contact with local companies.
6. Attend departmental and general faculty meetings.
7. Establish, post, and maintain office hours as directed by college policy.
8. Work with assistant dean, other career instructors, and administration in the continued evaluation and improvement of the welding curriculum.
9. Participate in the Student Advisory system.
10. Counsel with students and refer to appropriate counselors as necessary.
11. Work to maintain proper public relations with the community.
12. Actively serve as recruiters and advisors.
13. Promote and participate in student activities and organizations/associations.
14. Participate in the MGCCC Mentor/Mentee program.
15. Maintain an active advisory committee.
16. Perform other duties as requested.