

Cabell County Schools
Job Description
Welding Instructor

Position: Welding Instructor

Supervisor: Director/Administrator of Cabell County Career Technology Center (CCCTC)

Salary: As per Cabell County pay schedule

Length of Employment: 200 Days

Job Description: The Welding Instructor is assigned to deliver a comprehensive instructional program of study, responsible for the facility, equipment, curriculum and safety. In addition, the instructor is responsible for complying with federal, state and local laws, policies and procedures for vocational/technical education.

Program Overview: The Cabell County Career welding instructor will deliver a comprehensive unit of instruction that covers work-based integration and transition, ornamental metalwork, blueprint reading and metallurgy, gas metal arc welding, and gas tungsten arc welding. The welding program of study will ensure each student has developed the skills necessary to be productive employees of the welding profession.

Qualifications:

1. Hold or qualify for a Career Technical Education Permit/Certificate endorsed for 7052- Welding.
2. Must pass the Basic Skills Test and complete coursework through Marshall University's CTE Teaching Certification program.
3. Hold industry credentials from the American Welding Society (AWS) which include SMAW Plate and GMAW Plate in the 2G, 3G, and 4G positions (SMAW and GMAW Pipe in the 6G position exceeds the minimum plate requirements).
4. Wage-Earning Experience
 - a. Completed four years (8,000 clock hours) of satisfactory and reasonably continuous work experience in the occupation for which licensure is requested; OR
 - b. Bachelor's degree in field AND completed two (2) years (4,000 clock hours) of satisfactory and reasonably continuous work experience in the area for which licensure is requested; OR

- c. Associate Degree in field in an area related to the specialization AND complete two (2) years (4,000 clock hours) of satisfactory and reasonably continuous work experience in the area for which licensure is requested.

NOTE: Completion of a full year of training from an approved education program in the specialization may count toward a half year of the work experience requirements.

Relevant teaching experience may count as equal to work experience requirements.

Duties and Responsibilities:

1. Design, develop and maintain current curriculum which pertains to the welding content to meet local, regional, state, and national industry standards
2. Implement, evaluate and improve the CTE welding program developed by the state and county.
3. Foster a classroom climate conducive to learning.
4. Utilize instructional management systems models that increase student academic achievement.
5. Monitor student progress toward mastery of the instructional goals and objectives.
6. Communicate effectively within the educational community and with parents on a regular basis.
7. Meet and maintain professional responsibilities and work habits associated with the position.
8. Implement the activities required under the State Department of Education's Technical and Adult Education Services Policies and Procedures Manual and Public Law 94-482.
9. Provide a safe learning environment for students.
10. Participate in industry advisory groups, as appropriate to the welding program.
11. Assist in placement and co-operative job training for students.
12. Promote and/or assist in promoting the welding program by dissemination of information and recruitment activities.
13. Complete and submit all reports in a timely manner as required by law, the West Virginia Department of Education and/or county Board of Education.
14. Maintain equipment in safe and operational order.
15. Report the presence of any situation that may be harmful to the health and safety of the students and/or staff.
16. Identify and refer for screening/evaluation any student who has learning deficiencies.
17. Advise the CTE administration of the presence of any situation that may require immediate intervention so as not to hinder the instructional program.
18. Accept responsibility for assigned students in the welding program, taking and monitoring attendance in accordance with county and state policies.
19. Attend all faculty senate and other required meetings.
20. Fulfill annual continuing education requirements and attend other required training programs.
21. Perform other duties as assigned by the CTE Administration.