

Southwest Tech is committed to providing a welcoming environment and a sense of community where all employees can experience success. We empower and inspire all members of the Southwest Tech community to embrace differences, defend human dignity, and respect the richness of values and ideas that each person brings to the college.

**POSITIONS** **Ag Safety, Electrical, & Maintenance Adjunct Instructor**  
**APPLY BY** **Posted until filled – First review of applications on May 31, 2023**  
**HIRE DATE** **December 4, 2023**

**DIVISION** Industry, Agriculture and Trades  
**REPORTS TO** Executive Dean  
**CLASSIFICATION** Exempt  
**POSTING DATE** May 3, 2023

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## **SUMMARY**

Southwest Tech is seeking a qualified, adjunct instructor to teach agriculture safety, electrical and maintenance for various agriculture-based associate degree programs at Southwest Tech. Primary course subject matter will include basic shop safety techniques; working understanding of common power tools, hand tools, lifting equipment, general shop equipment; fastener applications and proper torquing procedures; also, knowledge of belts, roller chains and tensioning techniques. This course is taught 3 hours a week beginning January 15, 2024, and ending May 17, 2024.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE**

- Provide instruction for the following course topics: basic shop safety techniques; examine wires, harnesses, connections and identify electrical controllers; assess battery, starting and charging systems; determine proper lifting and supporting techniques of equipment; and identify common power tools, hand tools and hardware used to maintain agricultural equipment. This course does include both lecture and lab components.
- Prepare and deliver course content to maximize student learning which includes but is not limited to developing course syllabi, organizing day-to-day lessons, lab set-up, and student assessment.
- Supervise & maintain lab/shop areas and incorporate agriculture equipment safety into instruction.
- Collaborate with other program instructors to manage a program budget to purchase and maintain supplies.
- Maintain strict confidentiality of student information – Family Educational Rights Privacy Act (FERPA)

## **TRAINING, EXPERIENCE AND SKILLS**

- Two-year associate degree or Technical Diploma in the agricultural industry plus minimum of 5.5 years related work experience required.
- Bachelor's degree is preferred with a minimum of 2 years of related work experience.
- Preferred to have been employed in the agricultural field within the last 5 years.
- Teaching/presentation experience preferred.
- Ability to work effectively in a team-based, quality environment.
- Ability to effectively communicate, both orally and in writing
- Valid Driver's License
- Computer knowledge of Microsoft Office, spreadsheet application software, email, and internet

## **PHYSICAL REQUIREMENTS**

Position requires stooping, reaching, standing, walking, talking, hearing, and seeing; lifting up to 75 pounds on a regular basis.

## APPLICATIONS

Internal and External applicants complete and submit the online employment application at [www.swtc.edu/jobsatswtc](http://www.swtc.edu/jobsatswtc)

For questions regarding the application process please email Human Resources at [humanresources@swtc.edu](mailto:humanresources@swtc.edu) or **608.822.2314**.

## ADJUNCT SALARY RANGES

Bachelors: \$42,263 - \$51,501

Masters: \$46,232 – \$56,338

(Pay calculation based on education, experience, and semester load percentage)

\*This adjunct position is non-benefitted and is for the 2024 Spring semester only.

Adjunct instructors are provided computer access while on campus and all work performed off campus will be done on personal equipment.

## SELECTION PROCESS

The Review Committee will screen applicants and contact them for an interview. Meeting the minimum qualifications does not assure the candidate an interview. Final candidate's employment offer will be subject to completion of a criminal background check and pre-employment drug screening.

**PLEASE NOTE:** All candidates selected for an interview may be asked to prepare a 10-minute classroom teaching demonstration. Information regarding this teaching demonstration will follow.

Southwest Tech does not discriminate on the basis of race, color, national origin, sex, disability, age, gender identity, religion or sexual orientation in its programs and activities. The Equal Opportunity/Affirmative Action Officer has been designated to handle inquiries regarding non-discrimination policies. Call 800-362-3322, Ext. 2315 (TDD: 608-822-2072) or write Southwest Tech, 1800 Bronson Blvd., Fennimore, WI 53809.