

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.

POSITION Automotive Mechanics Adjunct Instructor (Non-Benefitted)
APPLY BY Posted until filled – Applications reviewed upon submission
HIRE DATE To be determined upon accepted offer

DIVISION Industry
REPORTS TO Executive Dean
CLASSIFICATION Salaried (Exempt)
POSTING DATE September 13, 2024

SUMMARY

Southwest Tech is seeking a qualified Automotive Mechanics Adjunct Instructor to teach basic mechanical skills and processes in the area of electrical brakes, steering and suspension systems, cooling systems, air conditioning, and restraints as it applies to Auto Collision. The courses run from mid-August to mid-May on Monday afternoons and Friday mornings.

ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE

- Responsible for instruction in the Auto Body Technician program.
- Demonstrate promptness and preparedness for classroom, lab, and instruction.
- Demonstrates current knowledge, skills, and attitudes related to Automotive Mechanics.
- Maintain strict confidentiality of student information – Family Educational Rights Privacy Act (FERPA).
- Incorporate the use of technology into the teaching and learning process.
- Use evidence-informed instructional approaches.
- Provide applications-based learning activities that accommodate a variety of learning styles.
- Other duties as assigned.

TRAINING AND EXPERIENCE

- Two-year associate degree or Technical Diploma and minimum 4 years of related work experience required.
- Bachelor's degree in a related field and/or 7 years of related work experience preferred.
- Minimum of two-years of recent and relevant occupational experience in any of the following roles preferred: Automotive Maintenance Technician, Service Technician, Service Manager, Automotive Diagnostician, Automotive Technician, Shop Supervisor, Diesel Technician, ASE Certified Master Technician, ASE Certified Technician.
- ASE Certification preferred.

KNOWLEDGE AND SKILLS

- Excellent communication, listening, and organizational skills.
- Ability to work with a diverse student population and implement a student-focused instructional approach.
- Teaching/presentation experience preferred.
- Computer knowledge of Microsoft Office, email, and Internet.

PHYSICAL REQUIREMENTS STATEMENT

- Southwest Tech is committed to creating an inclusive and accessible workplace. While certain job roles may require physical capabilities, we welcome applicants of all abilities and are committed to providing reasonable accommodations throughout the hiring process and in the workplace.
- While performing the duties of this job, the employee is frequently required to talk, hear, walk, stand, sit, fully use two hands, see, and use repetitive movements.
- May be required to use arms above head.
- Specific vision abilities required by this job include close and distant vision.
- The employee is occasionally required to stand, bend or stoop, and kneel or squat.
- The employee must occasionally lift up to 25 pounds.

APPLICATIONS

Internal and External applicants complete and submit the online employment application at www.swtc.edu/jobs
For questions regarding the application process, or if you need an accommodation, please email Human Resources at humanresources@swtc.edu or **608.822.2314**. (TDD: 608.822.2072)

SALARY RANGES

Bachelor's (BS): \$45,518 - \$55,467

Advanced (AS) & Master's (MS): \$49,792 - \$60,677

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 may be subject to completion of a criminal background check and pre-employment drug screening.

Southwest Tech does not discriminate on the basis of race, color, national origin, sex, disability, or age 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.