Operating Engineers Certification Instructor; Class I & II

SALARY: $38.98/Hour
OPENING DATE: 07/23/15
CLOSING DATE: Until Filled

POSITION:
This part-time teaching position is scheduled for twelve Saturdays per quarter from 8:00 am to 4:00 pm. This Instructor will be responsible for effectively teaching a section of Boiler Operator Certification, Class I & II. Included are boiler and pressure vessel construction, operation of steam and hot water heating plants and systems including moderate size high-pressure boilers, and the knowledge and skills for supervisory boiler plant operating engineer positions. This class is a step in preparing individuals for a Class I or II certification examination with the City of Tacoma and the Tacoma Steam Advisory Certification Board. Other professional responsibilities include: entering student grade records and final grades, maintaining attendance records for students, attending meetings with the Continuing Education Manager and/or department instructors, and perform other related duties as may be assigned by the Continuing Education Manager. This position is schedule to begin Saturday, October 3, 2015.

KEY RESPONSIBILITIES:
- Effectively teach the adopted curriculum and adjust curriculum with the dean's permission.
- Conduct learning activities and evaluate student progress towards attaining the learning objectives.
- Use lecture and hands-on instruction to teach approximately ten students.
- Administer assessments of student achievement to include individual assignments, projects, quizzes and tests.
- Provide instruction for nomenclature, operation, safety principles, and standards such as ASME codes.
- Teach basic math to calculate volume and area.
- Collaborate with Facilities Maintenance Engineering instructors, other Boiler Operator instructors, and the Steam Certification Board to improve and maintain curriculum.
- Maintain appropriate student records, documentation, and program reports and submit them within required time frames.
- Maintain and ensure program performance and competency standards are met.
- Work effectively with students from academically, culturally and economically diverse backgrounds.
- Ability to work well within a team.
- Communicate effectively in oral and written English.
- Develop and maintain effective working relationships with students, supervisor and staff.
- Support the college’s mission by creating an inspiring learning environment, challenging students to achieve their career goals.
- Maintain regular attendance and punctuality.
- Perform other duties as assigned.
MINIMUM QUALIFICATIONS:

- Four years of experience in boiler operation in facilities such as high-rise office buildings, hospitals, processing plants, and public facilities such as stadiums, convention centers, airports, school districts, and universities. Recent experience to include operation, maintenance and troubleshooting of hot water and steam boilers and hazardous waste handling and disposal.
- One year of experience teaching or supervising.
- Experience using Microsoft Office, including use of Outlook.
- Possess a current City of Tacoma Class I Chief Operating Engineer Certification or City of Seattle Steam Engineers Grade I License.

PREFERRED QUALIFICATIONS:

- Certificate, degree, or coursework in vocational education.

CONDITIONS OF EMPLOYMENT:
Interested applicants for this position please send your cover letter and resume to: Caryn Fosnaugh, Manager of Continuing Education and Contract Training, cfosnaugh@bates.ctc.edu; this position will remain open until filled.