



## **Vacancy Announcement**

### **Electrician Technology Adjunct Instructor - Alexandria**

CLTCC serves seven parishes (Avoyelles, Catahoula, Concordia, Grant, LaSalle, Rapides, Winn) in central Louisiana and has five sites: 1) Alexandria, 2) Cottonport, 3) Winnfield, 4) Jena and 5) Ferriday.

Position domiciled at Main Campus in Alexandria

### **SUMMARY:**

The Electrician Technology Adjunct Instructor reports to the Campus Dean and Dean of Technical Programs. Classroom instruction includes preparing and reviewing lesson plans, demonstrating and ensuring the use of appropriate and effective teaching techniques, testing, and grading procedures. Utilizing technology to facilitate learning and effectively managing the classroom.

### **Duties and Responsibilities:**

Provides and supports classroom instruction for the Electrical Program:

- Meets with students, staff members and other educators to discuss students' instructional programs and other issues
- Maintains and reviews classrooms and laboratories in accordance with approved classroom and lab management plans
- Supports the development and facilitation of high school/college programming, transfer articulations, and other collaborative partnerships;
- Follows and enforces rules and regulations as described by the Louisiana Community and Technical College System and other policies and procedures established by the college;
- Performs other duties as assigned

### **Required Knowledge, Skills and Abilities:**

- An in-depth knowledge and experience in electrical lines, basic electrical, OSHA safety and FA/CPR.
- National and Regional Accreditation standards related to Academic Affairs
- Excellent written, oral presentation, and interpersonal communication skills

### **Required Minimum Qualifications:**

- High School Diploma or Equivalent (e.g. GED)
- A minimum of four years of work experience as an electrician with appropriate certifications.
- Proficiency in Microsoft applications (Word, Excel, and PowerPoint)

**Preferred (Desired) Qualifications:**

- Associate's degree in Electrical Technology, Technical Studies
- One year instructor/training experience
- National Center for Construction Education and Research (NCCER) Electrical Certifications
- Project management experience

**Additional Requirements:**

**In accordance with LCTCS Policy #6:036, a criminal history check will be conducted on all new hires. LCTCS participates in the federal E-Verify system for identification and employment eligibility purposes.**

**Application Instructions:**

Applicants for this position should submit:

- 1) Cover letter
- 2) Resume (to include date(s) of employment and date(s) educational degree was obtained)
- 3) Official college and university transcript(s) showing the awarded/conferred degree to meet educational qualifications. Unofficial transcript(s) are acceptable at application; however, original transcript(s) are due at hire
- 4) Names and contact information for three work-related references to: [hr@cltcc.edu](mailto:hr@cltcc.edu)

**Applications accepted until position is filled**

Central Louisiana Technical Community College is committed to diversity and is an equal opportunity/ equal access employer. CLTCC is also a State As a Model Employer (SAME) agency that supports improved employment opportunities for individuals with disabilities. -