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## BOARD AGENDA ITEM

Information/Discussion \_\_\_\_\_

Future Action \_\_\_\_\_

Action   X  

Item: Request for Personal Instructor - Welding

Submitted by: Ron Gorman

Date: May 5, 2023

Recommended by: Joe Lienesch

Board Meeting Date: May 15, 2023

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### RECOMMENDATION:

KCTC is recommending hiring one (1 FTE) Welding Instructor. This will replace the current 0.50 FTE position, for a total increase in staffing of 0.50.

### BACKGROUND:

Because of the increased enrollment the welding program there is a need for 3 FTE Welding Instructors. This is a change from our current staffing of 2.5 FTE. The Welding Instructor will deliver the State of Michigan Curriculum as regulated by the Michigan Department of Education to students in a state-approved CTE welding course while ensure safety and industry standards are met. This position will be funded out of the CTE budget.





KENT INTERMEDIATE SCHOOL DISTRICT | 2930 Knapp, NE • Grand Rapids, MI 49525

### **Job Description**

**Job Title:** Instructor - Welding (1.0 FTE)  
Kent Career Tech Center

**Reports To:** Principal - KCTC or Designee (Immediate Supervisor)

**Classification:** Union - KIEA

**Terms of Employment:** Governed by KIEA Master Agreement

**Summary:** The Welding Instructor shall be able to deliver the State of Michigan Curriculum as regulated by the Michigan Department of Education to students in a state-approved CTE welding course. Further, this position supports welding instruction to students in multiple programs offered at Kent ISD and Kent Career Tech Center as well as develops new and innovative instructional programming for various stakeholder groups (i.e. LEA students, middle school students, adult workforce training, etc.) This programming may occur outside of the regular school day and regular school year.

### **Job Qualifications:**

1. Must possess a valid Interim Occupational Certificate (IOC) or Standard Teaching Certificate OR possess a valid Occupational Education Certificate (OEC) or Professional CTE Certificate in Welding, Brazing, and Soldering (CIP Code 48.0508) or a State approved equivalent CIP Code.
2. **OR** have a minimum of two full years (4,000 hours) of recent and relevant work experience in a welding field AND must possess a minimum of an associate's degree.
3. Prefer a valid Michigan Standard or Professional Teacher Certification in a related science.
4. Prefer one or more AWS Certifications
5. Must have current knowledge and experience with modern welding technology and robotic welding equipment
6. Must be able to develop and deliver curriculum, utilize best practice and web technologies to deliver instruction, develop authentic learning projects, and assess student learning.
7. Must be able to develop and maintain contacts and partnerships with those in the industry; guest speakers, field trips and demonstrations.
8. Must possess excellent organizational skills, technology skills, be detail and team oriented, and have excellent communication skills.
9. Prefer experience working with high school age students and a diverse student population.

**Specific Duties and Responsibilities:**

1. Provide development, delivery, and evaluation of the welding curriculum to include related technical reading, writing, and mathematics.
2. Ensure a safe lab and classroom environment.
3. Monitor the safety and appropriateness of the equipment in a manner that aligns to current industry practice.
4. Monitor the budget, determine equipment/supply needs, and place orders.
5. Develop and maintain a Welding Advisory Committee and develop new industry partnerships.
6. Integrate technology to leverage the online capabilities of the welding trainers and related online content and the Career and Employability curriculum using various Learning Management Systems
7. Have extensive knowledge and experience with:
  - a. Welding processes to include: OFW-C-B, SMAW, GMAW, FCAW, GTAW
  - b. Vision systems integrated into robotic welding cells
  - c. Some experience with Manufacturing/Machining/CNC/Construction
  - d. Geometric Dimensioning and Tolerance Measurements
  - e. Blueprint/Schematics/Drafting

**General Duties and Responsibilities:**

1. Instruct students by lecturing, demonstrating, and using audiovisual aids and other materials to supplement presentations.
2. Effectively and safely integrate lab equipment including virtual welding trainers, welding training software, and actual OFW-C-B, SMAW, GMAW, GTAW, equipment.
3. Develop project-learning experiences and effectively integrate lab equipment into student learning and assessment.
4. Assign lessons and correct homework.
5. Administer tests to evaluate pupil progress, record results, and issue reports to inform parents, administration, and local school officials of progress.
6. Keep accurate academic and attendance records in an electronic gradebook.
7. Maintain a positive system of classroom management.
8. Meet with parents to discuss student progress and problems.
9. Participate in faculty and professional meetings, educational conferences, and teacher training workshops.
10. Perform related duties such as sponsoring one or more activities or student organizations, assisting pupils in selecting courses of study, and counseling students in adjustment and academic problems.
11. Facilitate work-based learning experiences for students (field trips, job shadows, internships, job placement).
12. Promote and market the opportunities for welding instruction and overall KCTC programs.

*The above is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.*

