BridgeValley Community and Technical College invites applications for two 12-month Instructional Specialist positions (Electrical & Mechanical and Electrical & Instrumentation) to serve in the Workforce and Economic Development Division at the Advanced Technology Center in South Charleston. These individuals will be responsible for the development and instruction of technical credit, non-credit, and self-led training programs; and maintaining lab equipment/areas as assigned. These positions will also be responsible for instruction of accelerated workforce courses when applicable. These courses may be delivered online, hybrid or in person. The faculty-ranked position will reside in the Advanced Technology Center and will report to the Senior Vice-President of Workforce Development & ATC Operations.

POSITION: Grant-funded, renewable term, 12-month Instructional Specialist

QUALIFICATIONS: Minimum

- Bachelor of Science in Engineering, Engineering Technology, or related field (an Associate degree in a technical program, with experience or training in the area of electrical, electronics, mechanical, instrumentation and controls may be considered as a substitute).
- Excellent verbal communication, written communication and interpersonal skills.
- Willingness to attend training and become certified to operate and maintain equipment, and develop new courses, as well as integrate into existing courses. This includes the hands-on training units in the Advanced Technology Center, including the Manufacturing Troubleshooting Simulator and/or Process Training Unit.
- Willingness to attend training and develop skills in an additional area to become proficient with training units in the Advanced Technology Center (i.e., a candidate with strong background in mechanical would be willing to attend training in electrical courses to learn the skills needed to teach and assist with the training units in the Advanced Technology Centers).
- Applicants must possess a valid Driver’s License, as travel may be required at times.

Preferred

- Experience/background in one or more additional fields such as electrical, mechanical, instrumentation, and controls are a plus.
- Relevant industrial experience.
- Teaching experience at the Community College level.

DUTIES/ RESPONSIBILITIES:

- Develop and deliver (traditional, online and blended) credit and non-credit courses, workshops and seminars by identifying learning outcomes/competencies, developing lesson plans, syllabi and curriculum which establish and communicate clear objectives for all lessons, units and projects.
- Initiate and facilitate contacts with CTE centers and high schools to develop and continually improve pathways into relevant programs.
- Develop and grow non-credit self-led hands-on training and credit competency-based courses offered in the Advanced Technology Center.
- Other duties as assigned.

SALARY: Commensurate with education and experience

TRAVEL: This position will be based in the Advanced Technology Center in South Charleston. The work schedule may include evenings and weekends. This position may require travel to both campuses and teaching at off-campus locations.

TO APPLY: Send a letter describing how your qualifications meet our requirements, resume, transcripts, and contact information for three professional references to:

Human Resources
BridgeValley Community & Technical College
2001 Union Carbide Drive
South Charleston, WV 25303

Electronic application materials in the form of doc, docx, rtf, or pdf are preferred and may be sent to HR@bridgevalley.edu
Employment is subject to satisfactory results on background check. Copies of transcripts may be sent but originals must be available prior to hire.

BridgeValley Community and Technical College is an equal opportunity, affirmative action institution that does not discriminate based on race, color, religion, sex national origin, age disability, or veteran status in its employment, programs, activities.

Please contact the Human Resources office at 304-205-6606 if you need assistance or reasonable accommodation in the hiring process.