

# STAFF OPENING



Lakeshore Technical College does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, sexual orientation, lack of English skills, arrest or conviction record, political affiliation, marital status, or other protected categories, in its services, employment, programs, and/or educational programs and activities, including but not limited to admissions, access and participation. The College attempts to be in compliance with all federal laws including but not limited to Title IX & Section 504. Inquiries regarding nondiscrimination policies are handled by the Affirmative Action Officer, 1290 North Avenue, Cleveland WI 53015, phone 920.693.1163 or 888.468.6582, ext. 1163.

Lakeshore Technical College provides reasonable accommodations to assist persons with disabilities to access or participate in its programs or activities. Persons requiring accommodation to access the College's programs, services, and/or employment should call LTC at 920.693.8213, 888.GO TO LTC (888.468.6582), or TTY Hearing Impaired at 920.693.8956 seven days in advance of the need.

Telephone: 1.888.GOTOLTC

Fax: 920.693.8078

Website: [www.gotoltc.edu](http://www.gotoltc.edu)

## **JOB TITLE:** Auto Collision Repair & Refinish Technician Instructor (Full-Time)

**EMPLOYMENT AND WORK SCHEDULE:** 36-week contract (with the right to reschedule)  
Contract Dates: August – May  
New Professional Staff Orientation  
Flexible day/evening/weekend hours based upon the needs of the College  
Additional summer hours possible

## **JOB DESCRIPTION:**

Provide instruction to students in the Auto Collision Repair and Refinish Technician Program for the traditional day and evening classes. Responsible for placing learning first and providing educational experiences for learners in various formats, schedules, and in various places in accordance with the mission of the college inclusive of: facilitating learning, assessing student performance, as well as instruction and outcomes, developing and maintaining current/relevant course materials, and communicating with the community, other schools, the college, the division, and team members. Remain current with the NATEF standards and ASE tests and trends in the industry.

## **REQUIRED QUALIFICATIONS\*:**

Bachelor's degree or equivalent required. Equivalent would be seven years (14,000 hours) occupational experience with education or training preparing the individual for the auto collision repair and refinish technician occupational field. Two years (4,000 hours) of recent related occupational experience in the field of auto collision repair and refinish required. ASE certificate is required. An individual who qualifies under the equivalency requirements will be required to obtain an associate's degree or bachelor's degree in a related field. Must meet the Wisconsin Technical College System certification requirements. Demonstrated skill and experience in the areas of collision repair. Experience with computer assisted instruction and software. Working knowledge of PC software in a windows environment. Must be innovative and able to collaborate with other staff for developing curriculum for classroom instruction. Must be well motivated and have a strong interest in contributing to the success of the College. Positive human relations and effective written and oral communication skills essential. Must meet the Wisconsin Technical College System certification requirements. Employment conditional on completion of Background Information Disclosure (BID) and the results acceptable to the College.

## **OTHER QUALIFICATIONS:**

Teaching or training experience beneficial. Experience in delivering instruction by alternative methods such as instructional television or on-line helpful. Teaching in-plant seminars and courses is encouraged. Possess excellent classroom delivery skills which encourage success and participation on the part of students. Ability to relate successfully with students and staff of diverse cultural, social, or educational backgrounds. Fluent, bilingual individual who has experience working with culturally diverse populations is desirable.

**SALARY EXPECTATION:** Contract Salary Schedule

## **BENEFITS:**

Health Insurance	Life Insurance	Professional Development	Flex Spending Program
Dental Insurance	Wisconsin Retirement System (WRS)	Tuition Reimbursement	On-Site Child Care Center
Long Term Care Insurance	Employee Assistance Program (EAP)	Sabbatical	Wellness/Fitness Center
Long Term Disability	Paid Leave of Absence (PLOA)	Holidays	

**LOCATION:** Lakeshore Technical College • 1290 North Avenue • Cleveland, WI 53015

**RECRUITMENT PERIOD:** Beginning: Friday, June 5, 2009  
Closing: Until position is filled

**APPLICATION PROCESS:** An LTC Certified Employment Application must be completed in its entirety to be considered for a position at the College. **Unofficial college/university transcripts and photocopies of licenses/certifications must be submitted to the Human Resources Department.** To obtain a copy of our online employment application please visit LTC's website at [www.gotoltc.edu](http://www.gotoltc.edu) or simply call Human Resources at 920.693.1863 to request an application.

\***Note:** Meeting the minimum requirements does not guarantee an interview for a position.

---

LAKESHORE TECHNICAL COLLEGE IS AN EQUAL OPPORTUNITY/ACCESS/EMPLOYER AND EDUCATOR  
Women, Minorities, and Persons with Disabilities Are Encouraged To Apply