



Nebraska Indian Community College
The Office of Human Resources

VACANCY ANNOUNCEMENT

NOTICE: This announcement is not a complete job description. For a complete job description contact HR.

POSTION TITLE: Welding Instructor/Facility Manager (full-time, exempt, salaried position)
PRIMARY WORK LOCATION: Santee Campus or Macy Campus
STARTING WAGE: \$55,000 + Benefits
CLOSING DATE: UNTIL FILLED

ABOUT THE COLLEGE: *“The Nebraska Indian Community College provides quality higher education and lifelong educational opportunities for Umo^ohoⁿ (Omaha) Isanti (Santee Dakota) and all learners.”* Nebraska Indian Community College is envisioned as a comprehensive Tribal College which values service through high quality education. Institutional programs value and cultivate the creative and productive talents of learners, faculty, and staff, and seek ways to contribute to the self-sufficiency of the Nations served, the well being of our communities, and the quality of life and development of its learners, faculty, and service areas.

QUALIFICATIONS: • Certified Welding Educator- Certificate through the American Welding Society or College Diploma, Certificate, or Degree in Welding or related degree

KNOWLEDGE, SKILLS, COMPETENCIES, and ABILITIES:

Preferred candidates will have proven success in the following:

- Five (5) years of professional experience in welding
- Cultural competence in serving Indigenous students and/or other minoritized populations
- Teaching experience in higher education or secondary education settings
- Documented training and/or experience using Online Learning Systems such as Canvas

SUMMARY OF DUTIES AND RESPONSIBILITIES: A welding instructor, also called a welding trainer, must create and implement lessons for students who want to become welders. The main responsibilities of a welding instructor are to teach the craft to students by demonstrating skills and techniques with tools, such as arc welders, welding shields, automated cutting torches and computerized welding software. Welding instructors monitor students while they practice to ensure proper technique and safety procedures.

SPECIFIC RESPONSIBILITIES AND DUTIES:

The Welding Facilitator has a 12-month contract with a minimum of 40 hours per week.

They will...

- Act as an Educator to manage both Macy and Santee facilities
- Conduct educational classes.
- Coordinate educational and community engagement with NICC.
- Teach full-time to include fall, spring and possibly a portion of summer semesters and have a commitment to using assessment to improve teaching and learning
- Involvement in program committees and could represent the program on college and System committees as determined by the program and/or college
- Responsible for assisting with student recruitment, retention, assessment and other duties as assigned by the Dean
- Under general supervision, develops program and course outlines, goals and objectives
- Prepares lesson plans for classroom instruction for credited welding and joining technology courses
- Requests and maintains supplies and equipment and prepares required budget requests

- Maintains program certification requirements, as appropriate
- Meets with students, staff members and other educators to discuss students' instructional programs and other issues impacting the progress of the students
- Work with Dean to coordinate adjunct instructors
- Manages administrative responsibilities related to scheduling, developing syllabi and teaching courses
- The above duties and responsibilities are not intended as an all-inclusive list but as a general representation of the duties and responsibilities associated with this position. These duties and responsibilities are subject to change based on organizational needs and/or deemed necessary by the supervisor.

SPECIAL INSTRUCTIONS TO APPLICANTS: Nebraska Indian Community College gives preference to eligible and qualified applicants in accordance with the Indian preference in employment act and veterans' preference. In the absence of qualified Indian applicants, consideration will be given to applicants without regards to race, religion, sex, national origin, age, sexual orientation, gender, veteran status, the presence of non-related medical condition or handicap, or other legally protected status. NICC is an Equal Opportunity Employer.

HOW TO APPLY: You can visit us on the web at <http://www.thenicc.edu>. Applications are also available at any of our three campuses. **FACULTY:** Include the following: (1) a letter of intent outlining how you are qualified for the position based upon the qualifications and responsibilities, (2) a resume/CV, (3) a copy of official graduate level transcripts, and (4) an NICC Application. Please send your application materials to Human Resources Director, Anthony Warrior (SanAWarrior@thenicc.edu).

Macy Campus
111 Hwy 75
Macy, NE 68039
Phone: 402-837-4183

Santee Campus
North River Road
Niobrara, NE 68760
Phone: 402-494-2311

South Sioux City Campus
2605 ½ Dakota Ave.
South Sioux City, NE 68776
Phone: 402-494-2311