

Welding Instructor

Date of Posting: Monday August 17 th , 2020	Closing Date: Monday August 24 th , 2020
Position Type: This is a full-time, permanent position	
Location: Brantford Campus - 411 Elgin Street, Brantford, Ontario N3S 7P5	
<p><u>Organizational Overview:</u></p> <p>Six Nations Polytechnic is a unique post-secondary Institution, recognized by community, government and institutions of higher learning, as a centre of excellence in Indigenous Education. Six Nations Polytechnic has delivered post-secondary programming for over two decades, in partnership with publicly funded Ontario Universities and Colleges. We are currently experiencing an unprecedented level of growth and are looking to further develop our communications department which; services two campus locations, a broad range of programs, and is a key player in external stakeholder engagement and relations activities.</p> <p>If you are seeking a new and exciting career opportunity, have a passion for welding and education, and want to be part of a dynamic, diverse, and continuously growing team, then Six Nations Polytechnic is the employer for you!</p> <p><u>Position Overview:</u></p> <p>Operating under the supervision of the Program Manager – Skilled Trades, the Welding Instructor has the responsibility to provide academic leadership and develop an effective learning environment in the weld shop and classroom.</p> <p><u>Responsibilities:</u></p> <ul style="list-style-type: none"> ▪ Learn and adhere to all applicable organizational policies and procedures. ▪ Communicate with Program Manager regarding any issues and concerns with the weld shop or classroom. ▪ Work with students in the classroom and weld shop to promote learning and development. Demonstrate safe operation of weld shop and equipment to students as required. ▪ Participate in department and school activities as required. ▪ Utilize a variety of teaching methods to evaluate student understanding and success. ▪ Track student progress, identify and provide extra supports where needed. Refer students to Student Success Officer if required. ▪ Filing and tracking of all paperwork as it pertains to student files. ▪ Regularly communicate with administrative team and direct manager on all issues and developments within the program. ▪ Maintain a good working relationship with customers, vendors, co-workers, and management. ▪ Assist with maintenance of weld shop area and equipment as required. Report any issues or concerns as required. ▪ Follow all safe working practices for the weld shop. 	

- Complete and submit student evaluations at required intervals as noted by program schedule.
- Support the day to day functions of the shop, including but not limited to admin duties, greeting visitors, answering inquiries as required, maintaining program file systems, and general daily maintenance of weld shop and equipment.
- Promoting welding as a career option to diverse groups such as youth, women and unemployed/underemployed individuals
- Assisting with recruitment activities such as open house, information sessions and other as required
- Speaking in front of small and large groups to discuss welding program and supporting SNP
- Providing input and advice on program scheduling and curriculum development.
- Other duties as assigned.

Applicants:**Qualifications:**

- Completion of post-secondary welding training or Welding Certificate of Apprenticeship or Certificate of Qualification. Red Seal Endorsement an asset.
- Previous teaching experience at a post-secondary level preferred.
- Achievement and maintenance of Canadian Welding Bureau (CWB) Inspector Certification.
- Competency in Microsoft Office, proficient written and verbal communications skills in the English language.
- Demonstrated commitment and understanding of human rights, equity, diversity and inclusion with the ability to communicate and work effectively inter-culturally with diverse groups of students, employees and the community.

Essential Knowledge, Skills, and Competencies:

- Exceptional communication (written and oral) and organizational skills.
- Strong attention to detail, application of analytical thinking, and problem solving.
- Must understand Six Nations and other Indigenous cultures.
- Ability to work both independently and in a team setting, demonstrating G'anigohi:yo:/Kanikorio.
- Ability to work under stress, manage timelines and competing priorities.
- Demonstrate interpersonal skills through respect, sharing and caring.
- Willingness to engage in ongoing training and development, relevant to sector and role.
- Demonstrated ability to work as a team member.
- Support of mission, vision and strategic priorities of Six Nations Polytechnic.
- Demonstrated knowledge and technical skill in computer systems/programs, including word processing, database applications, and excel.

Application Procedure:

Applications will be accepted until Monday August 24th, 2020 at 4:00pm:

1. A **cover letter** outlining your interest in working at Six Nations Polytechnic in the position of Welding Instructor.
2. A **curriculum vitae/resumé**.
3. Names and contact information for **three professional references**.

Above application materials can be sent to the attention of:

Diana Lomax, Human Resources Manager

Email: diana.lomax@snpolytechnic.com

Please put "**Welding Instructor Job Application**" in the subject line.

Or in a sealed envelope mailed or hand delivered, clearly marked Diana Lomax to:

Six Nations Polytechnic Inc.

411 Elgin Street,

Brantford, Ontario

N3S 7P5

We thank all interested applicants, however only those candidates selected for an interview will be contacted.