

**Edison State Community College** invites qualified candidates to apply for the full-time position of Industrial Technical Training Manager **with a focus on Machining/Welding/Fabrication/Rigging**. The Industrial Technical Training Manager works with area industry partners to design, develop and deliver workforce training to area organizations. The position has oversight over course offerings and the activities of contracted technical trainers as assigned by the Assistant Dean. The position represents Edison State in local workforce development and enrollment efforts in Preble, Darke, Miami, Shelby counties and surrounding areas. The ability to engage with local industry and promote training offerings is preferred.

To be considered, candidates should include cover letter, resume, transcripts, and three professional references when completing their online application.

**Edison State Community College is an EOE/AA Employer.**

**Functional Responsibilities:**

- Provide in-person learning experience for academic and workforce credit programs, to include didactic and hands-on skills training, monitoring progress and advising.
- Develop and deliver high quality, lesson plans and validation labs that provide engaging student learning experiences.
- Facilitate offsite or on-campus instruction to customers and manage records for those offerings.
- Direct the activities of contracted trainers who provide consulting and delivery of instruction to clients of the department.
- Update curricula as needed to meet the needs of the local manufacturing community.
- Work with academic faculty and other staff to maintain training equipment and the supply of perishable materials needed for lab work including requisitioning supplies, maintaining equipment and coordinating schedules.
- Prepare and manage course paperwork, grades, and other student records.
- Verify and monitor student progress to ensure student success.
- Attend all necessary and mandatory meetings as recommended by the supervisor.
- At the discretion of the supervisor, this position will have the opportunity for supplemental income from teaching academic credit courses, up to two (2) courses per semester.

**\*Candidates with a skill set in any of the below areas are encouraged to apply.**

**Required Knowledge, Skills, and Personal Qualifications:**

Must have experience with or a demonstrated understanding of manufacturing practices and processes and the ability to conduct training in those areas. Personal qualifications include analytical abilities, confidence, a desire for continuous professional growth, creativity, detail-orientation, flexibility, listening skills,

people orientation, professional image, positive attitude, self-motivated, task-oriented, team player. The individual must be able to provide direction to contracted staff and coordinate their activities in support of the services being provided.

Required knowledge in a select range of skills from the following technical areas:

- Shop Practices, Safety and Measurements
- Mechanical Systems
- Welding/Fabrication
- Machining/CNC Programming
- Manual Mill and Lathe
- Rigging
- Hydraulics and Pneumatics
- Industrial Electricity
- Industrial Controls
- Programmable Logic Controllers
- Robotics (FANUC)
- Computer and Microsoft application knowledge

The ideal candidate will have the ability to work independently, solve problems, and attend to the details that will ensure customer satisfaction. Must follow a drug free workplace policy.

**Required Experience:**

Five years of work experience in an advanced manufacturing environment. Prior teaching experience preferred.

**Required Educational Background:**

Associate degree in related Engineering Technology disciplines and five years' industry experience with technologies related to the courses assigned is required. Bachelor's Degree in Engineering or Engineering Technology preferred.

**Candidates who are within 12 months of completing the required Associate Degree may be considered.**

**Supervises following staff:**

Contract trainers as assigned by the supervisor.

**Other:**

Familiarity with businesses within Preble, Miami, Darke, and Shelby counties preferred.