

MECHANICAL ENGINEERING TECHNOLOGY FACULTY/PROGRAM COORDINATOR

North Central State College is accepting applications for a Faculty member to teach in the Bachelor of Applied Science in Mechanical Engineering Technology (BASMET). The BASMET program is committed to project based learning and faculty will have the opportunity to work collaboratively with colleagues to continuously refresh courses and processes while working towards ABET accreditation. The Bachelor of Science in Mechanical Engineering Technology is an evening program offered at North Central State College's Kehoe Center. Position begins Spring semester (1/11/21).

Essential duties/responsibilities include but are not limited to the following:

- Maintains minimum of 15 credit/18 contact hours of classroom, clinical and/or laboratory instruction per term and reflects a 40-hour workweek.
- Meets with all classes as scheduled and provides the full component of instruction.
- Provides appropriate assistance and supervision to students in all classrooms, clinicals and/or laboratories.
- Delivers instruction based on the learning objectives and course outcomes found in the official College syllabus.
- Advocates and adopts appropriate project based learning activities in consultation with academic colleagues and external stakeholders.
- Develops and maintains appropriate course materials to be distributed to students.
- Maintains current knowledge and skills in the faculty member's discipline and in teaching strategies.
- Holds at least four (4) office hours per week for student consultation and advisement.
- Maintains accurate academic and attendance records for all students.
- Reports attendance information, midterm deficiencies, and final term grade to the Student Records Office in a timely manner.
- Operates within the organizational structure and policies of the College.
- Attends departmental, divisional, and professional development meetings and other College activities as required.
- Attends graduation ceremonies and assists as requested.
- Assists the divisional Dean, Assistant Dean, Program Director and/or Program Coordinator in maintaining an inventory of appropriate educational supplies and equipment.
- Maintains proper housekeeping and safety rules in classrooms, clinicals and/or laboratories.
- Maintains security of College property.
- Serves on College committees.
- Performs community service including serving on and working with community organizations, area agencies, and /or advisory committees.
- Maintains professional relationships with students, peers, and staff to promote competence, education, and training related to program.
- Collaborate and support students and graduates in seeking internship and job opportunities.
- Ensure that internship, cooperative and/or fieldwork experiences are implemented and evaluated for effectiveness according to the program's accreditation standards.
- Responsible for program compliance with internship, co-op and/or fieldwork requirements as outlined within program accreditation standards.
- Support fund raising efforts of the College and Division, typically through participation with grant development efforts.

Qualifications: Master of Science in Mechanical Engineering, Master of Science in Engineering with Bachelor in Mechanical Engineering, or Master of Science in Engineering Technology with Mechanical focus and relevant work experience. One year related work experience in Engineering or Engineering Technology field.

We offer a competitive wage and benefit package that includes health/dental/vision insurance, state retirement system, tuition remission, and much more.

You may apply online at: www.ncstatecollege.edu, click on Jobs

or

Submit a letter of application and résumé to:
NORTH CENTRAL STATE COLLEGE
Attention: Human Resources
2441 Kenwood Circle
Mansfield, OH 44906

Resumes will be reviewed beginning 10/5/20 and until filled