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**Computer Software Engineering Technology Instructor**

**Job Description Brief**

**FULL-TIME COMPUTER SOFTWARE ENGINEERING TECHNOLOGY INSTRUCTOR** reports directly to the Vice President for Academic Affairs. The Computer Software Engineering Technology Instructor is responsible for classroom and lab instruction in various Computer Software Engineering Technology courses and assists in updating current curriculum; providing quality instruction for a diverse student population; performing instructional duties and responsibilities in accordance with the philosophy, mission, core values, policies and procedures of the College.

**Minimum Qualifications**

* 10 years of successful experience in a Computer Software Engineering Technology or related field;
* Associates degree required or an approved equally related educational certification;

Note: The College is willing to consider candidates with fewer than 10 years of experience and/or less than an Associate degree, but if an appointment is offered to such an individual it would be on a temporary basis for a maximum of one year with the expectation that the appointee would earn a suitable Associate degree or its equivalent within the first 12 months of the hire date, unless an extension is approved by the College and the PA State Education Association.

* Willingness and ability to earn a Bachelor degree in a closely related field of study approved by the College within 60 months of the date of hire, unless an extension is approved by the College and the PA State Education Association;
* Ability and willingness assigned duties in an efficient, effective and competent manner and to strive for improvement and excellence in all work performed;
* Ability and willingness to work independently while contributing to a team environment;
* Ability and willingness to communicate effectively, verbally and in writing, and to relate to others in a professional, helpful manner;
* Ability and willingness to effectively identify and resolve problems and to maintain strict confidentially related to sensitive information;
* Ability and willingness to analyze problems, identifies solutions, and takes appropriate action to resolve problems using independent judgment and decision-making processes;
* Ability and willingness to establish and maintain effective working relationships with other department staff, faculty, students and the public;
* Ability and willingness to multi-task and organize, prioritize, and follow multiple projects and tasks through to completion with an attention to detail; and
* Ability and willingness to interface with local employers in support of the Computer Software Engineering Technology Program.

**Preferred Qualifications**

* More than 10 years of experience in Computer Software Engineering Technology or related field;
* Bachelor’s degree in closely related field of study;
* Prior teaching experience in the related field;
* Skill in instructing students from diverse backgrounds;
* Skill in using authentic assessment to evaluate students’ needs and progress; and
* Skill in integrating technology into curriculum and other educational services.

**Essential Functions**

* Teach assigned Computer Software Engineering Technology courses and associated labs in accordance with College’s workload policy; maintains written instructional standards; facilitates instruction using alternative delivery methods as needed; informs students in writing of instructional standards; posts and maintains office hours; participates in the assessment of student learning outcomes; establishes, maintains and submits accurate student and instructional records in a timely manner;
* Ability to teach all Computer Software Engineering Technology courses within the program, including but not limited to modern application integration methodologies, building a simple REST API, consuming web services via REST API, data analysis process, creating dynamic reports, combining data analysis and report generation, workplace communications, conflict/resolution, managing project expectations, project and team evaluation, customer/team interaction, software design patterns, system architecture, and other related processes and skills as required by the curriculum;
* Assists in the preparation of course proposals, curriculum, instructional materials, and evaluation tools; reviews and updates course outlines, textbooks, laboratories and course procedure sheets for Computer Software Engineering Technology courses; assists with curriculum updates;
* Applies and maintains standards of quality operating methods, processes, systems, and procedures; implements changes as necessary to maintain a successful Computer Software Engineering Technology program; reviews and updates course outlines, textbooks, and course procedure sheets for assigned courses; integrates knowledge of customers, competitors, other industries, industry groups, and professional training to continuously improve program quality;
* Participates in Computer Software Engineering Technology course scheduling, College and division meetings; serves on College committees as assigned; collaborates with Dean of Academic Affairs and Division Chair, along with other faculty and instructional to review and maintain the integrity of department curriculum;
* Assists in the management of the Computer Software Engineering Technology program; maintains equipment and supply inventory; and
* Performs other related duties as assigned.

*The Computer Software Engineering Technology Instructor position is a 9-month, full-time, tenure track faculty position. Openings starting with the Fall 2021 semester. Collective Bargaining Agreement is based on 22 student contact hours and 3 office hours weekly and participating in college professional activities. Other duties and responsibilities are defined in the Collective Bargaining Agreement. Salary and rank for the position is determined on the basis of academic preparation and experience as projected on the Faculty Association Collective Bargaining Agreement.*

*Application materials must include a cover letter, a current resume, and academic transcripts. Send applications to Heather Burky, Attention: Computer Software Engineering Technology Position, Thaddeus Stevens College of Technology, 750 East King Street, Lancaster, PA 17602 or burky@stevenscollege.edu. Applications will be reviewed upon submission and postings will remain open until the positions are filled.*

*Thaddeus Stevens College of Technology is a residential, two-year, technical college that serves economically disadvantaged as well as tuition-paying students. The college prepares students for skilled employment in a diverse, ever-changing workforce and for full, effective participation as citizens of the community, the Commonwealth, and the nation. Committed for over a century to lifelong learning, inclusiveness, and community outreach, Thaddeus Stevens College of Technology dedicates itself to the development of Pennsylvania's technical workforce.*

*Thaddeus Stevens College of Technology is an Affirmative Action and Equal Employment Opportunity Employer. Women and minorities are encouraged to apply. For information about the college, visit our web site at www.stevenscollege.edu.*