

EMPLOYMENT OPPORTUNITY



LAKESHORE TECHNICAL COLLEGE DOES NOT DISCRIMINATE ON THE BASIS OF RACE, CREED, COLOR, NATIONAL ORIGIN, ANCESTRY, RELIGION, SEX, DISABILITY, AGE, SEXUAL ORIENTATION, GENETIC TESTING, LACK OF ENGLISH SKILLS, ARREST OR CONVICTION RECORD, POLITICAL AFFILIATION, VETERAN STATUS, PARENTAL STATUS, MARITAL STATUS, PREGNANCY OR OTHER PROTECTED CATEGORIES, IN ITS SERVICES, EMPLOYMENT, PROGRAMS, AND/OR EDUCATIONAL PROGRAMS AND ACTIVITIES, INCLUDING BUT NOT LIMITED TO ADMISSIONS, ACCESS AND PARTICIPATION. THE COLLEGE ATTEMPTS TO BE IN COMPLIANCE WITH ALL FEDERAL LAWS INCLUDING BUT NOT LIMITED TO TITLE IX & SECTION 504. INQUIRIES REGARDING NONDISCRIMINATION POLICIES ARE HANDLED BY THE EXECUTIVE DIRECTOR OF HUMAN RESOURCES/AFFIRMATIVE ACTION OFFICER, 1290 NORTH AVENUE, CLEVELAND WI 53015, PHONE 920.693.1139 OR 888.468.6582, EXT. 1139.

LAKESHORE TECHNICAL COLLEGE PROVIDES REASONABLE ACCOMMODATIONS TO ASSIST PERSONS WITH DISABILITIES TO ACCESS OR PARTICIPATE IN ITS PROGRAMS OR ACTIVITIES. PERSONS REQUIRING ACCOMMODATION TO ACCESS THE COLLEGE'S PROGRAMS, SERVICES, AND/OR EMPLOYMENT SHOULD CALL LTC AT 920.693.1000 OR 888.GO TO LTC (888.468.6582), OR TTY 711.

TELEPHONE: 1.888.GOTOLTC

WEBSITE: WWW.GOTOLTC.EDU

Job Title: Community Education Program Adjunct
Salary Expectation: Per Adjunct Salary Schedule - \$22.00 per hour
Reports To: Dean of Apprenticeship and Economic Development
Location: Various locations within the Lakeshore Technical College District
(Cleveland/Manitowoc/Sheboygan campuses | Manitowoc County and Sheboygan County business locations)

Employment and Work Schedule: Flexible day/evening/weekend hours based upon needs of the college/community

Purpose

The Community Education Program is GROWING. We are looking to partner with local subject-matter experts to offer classes on hobbies, passions, and interests. Do you enjoy sharing your knowledge, skills, and abilities with others? This opportunity might just be for you!

The Community Education instructor/facilitator collaborates with the Community Education Specialist to offer diverse and intriguing learning opportunities that enrich Wisconsin's communities. Responsible for leveraging personal knowledge, skills, and abilities as well as seeking reputable resources to present on a specific topic. Professionally represent LTC in all interactions, especially in interactions with course participants.

NOTE: Community Education Adjunct positions are for specific classes only and do not imply any availability of full-time employment.

Job Description

- Collaborate with the Community Education Specialist to evaluate the community's learning needs and interests.
- Professionally represent LTC as a subject-matter expert, leveraging personal knowledge, skills, and abilities.
- Gather supplemental information on specific topics by seeking reputable resources such as books, publications, articles, and documentaries.
- Develop and deliver engaging content that appeals to a diverse audience. Incorporates visuals, activities, and more to reinforce the retention of learned material.
- Interact positively and appropriately with participants, building the intrigue for the course's topic.
- Assess the outcomes of the course, proactively solicits feedback, and make recommendations for future learning opportunities.

Qualifications/Experience*

- Subject-matter expertise in a given topic required.
- Experience representing an organization as a subject-matter expert preferred.
- Experience developing and delivering content to a diverse audience preferred.
- Exemplify LTC values in all interactions, as well as services delivered.

***Note: Meeting the minimum requirements does not guarantee an interview for a position.**

Condition of Employment

- Employment conditional on completion of a Background Information Disclosure (BID) with the results acceptable to the College.

Recruitment Period: Ongoing

Online Application Process

The LTC online employment application must be completed in its entirety to be considered for a position at Lakeshore Technical College. To access the online application, visit www.gotoltc.edu, navigate to 'Just for You' and click on 'Job Seekers', choose 'View Employment Opportunities', and click on 'Goto my profile' located in the upper right corner of the page to access or create a new account login and to apply for the position. For additional assistance, please contact Human Resources.

WWW.GOTOLTC.EDU

Veterans, Women, Minorities, and Persons with Disabilities Are Encouraged To Apply

Position #: 00010192, Adjunct Non-Aidable Courses