

GENERAL SUMMARY: The primary purpose of this position is to sustain a high-quality teaching performance in the Fiber Optic Technician program at OSUIT in Okmulgee, OK. Position will include the development of new curriculum and preparing educational material for courses, provide classroom instruction to students through lecture, demonstration, and laboratory exercises, handouts, responding to questions, and testing. Courses will be taught in-person with day and evening courses. This position receives general supervision from the AVP of Workforce & Economic Development.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Assist students in developing the fundamental skills required to serve as an entry-level fiber optic cable installer or technician.
- Instruct fundamental principles of fiber optic technology, including installation, cable termination, fusion splicing, and using fiber optic testing equipment to troubleshoot transmission lines.
- Teach fundamental safety protocols and perform hands-on labs working with fiber optic cables and equipment such as a fusion splicer.
- Provide classroom and laboratory instruction to students.
- Prepare lesson plans and schedule classroom activities.
- Develop and prepare tests to evaluate student performance, grade record individual scores.
- Develop laboratory assignments to provide hands on experience as appropriate.
- Maintain accurate records of student attendance and performance.
- Maintain and submit all required paperwork in a neat, accurate and timely fashion, also enter grading and attendance information in Web Advisor within deadlines.
- Maintain a lab area that is safe and clean.
- Follow all OSHA rules regarding a safe workplace.
- Assess the relevancy and impact of various lessons and recommend improvements as needed.
- Oversee and participate in field studies and assignments; travel with students to provide assistance and instruction as appropriate.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimum Qualifications:

- A High School diploma or equivalent is required.
- Evidences a history of demonstrating ethical and professional behavior.
- Three years of professional experience in the subject to be taught, as well as demonstrated or a strong potential of teaching excellence.
- Documented successful work experience in related industry.
- Experience in an instructional setting as a tutor or teacher is preferred.
- Military or industrial telecommunications experience highly preferred.
- Fiber Optic Association (FOA) Certified Fiber Optic Technician certification.
- Ability to maintain high standards of work, initiative, commitment, ethics, professional responsibility and judgment.
- Ability to work effectively with and promote diverse populations.
- Superior interpersonal skills—including the ability to effectively recognize and resolve complex problems in a constructive manner.
- Must exhibit characteristics of a team player, willing to take initiative and assume responsibility.
- Ability to foster and support innovation and excellence.
- Must demonstrate excellent oral and written communication skills.
- Must possess excellent interpersonal skills, with the ability to effectively recognize and resolve conflict.

- Valid Oklahoma driver's license.
- Ability to work some evenings and weekends, as needed.
- Travel required.
- Normal classroom physical environment; ability to lift up to 25 pounds.

DISCLAIMER:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

To indicate interest or for more information:

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