



Curriculum Developer/Instructional Designer – C/NC Programmer

Organization: Aerospace Joint Apprenticeship Committee (AJAC)

Location Address: 6770 E. Marginal Way S., Bldg. A106, Seattle WA, 98108

Position Type: Contract

Compensation: \$35.00 - \$40.00/hour (Competitive compensation based on experience and qualifications)

Supervisor: Program Manager of Instruction

Application Deadline: Open Until Filled

Job Description:

The Aerospace Joint Apprenticeship Committee's (AJAC) vision is to produce the most highly skilled and trained aerospace and manufacturing craftspeople in the world, ensuring that the art of the skilled trades is not lost. AJAC's mission is to provide exceptional and responsive apprenticeships, innovative supporting signature training programs with cutting-edge curriculum and highly effective trades trainers. AJAC offers a method for transferring the breadth and depth of knowledge and skills between generations of the workforce, thus promoting the value of contributing to the next generation.

AJAC is exploring the development of a new C/NC Programmer apprenticeship program. We are seeking an experienced curriculum developer to help research and develop program outcomes and courses as well as a program proposal for our committee. This is a short-term, project-based contract position that may lead to further contract work in curriculum development for the program. The position includes in-person meetings with subject matter experts (SMEs), employers, and AJAC staff.

Required Skills & Qualifications:

- Bachelor's degree in education, instructional design, or a related discipline - *Master's degree preferred*
- 3-5 years experience developing technical curriculum
- Demonstrated knowledge of best practices in curriculum design, adult learning principles, and effective assessment strategies
- Knowledge of digital learning tools and the ability to select teaching methods appropriate for industry and audience
- Experience working with subject matter experts (SME) to develop accurate and relevant content
- Strong facilitation skills
- Strong written, presentation, and interpersonal communication skills
- Ability to receive and incorporate feedback into course material from program leads, subject matter experts, students, and instructors

- Knowledge of copyright and trademark rules for writing and delivering content and graphics
- Excellent computer skills including experience with computer-based training software and current E-Learning tools
- Ability to manage and prioritize project deliverables and reliably meet project deadlines
- Proactive, collaborative, and flexible.

Example of Duties:

- At the direction of the Program Manager of Instruction, work with Subject Matter Experts (SMEs), employers, and/or other technical experts to create curriculum with the following components:
 - Program Outcomes
 - Course Sequence & Outlines
 - Program Proposal
- Conduct meetings with a variety of employers to identify training needs related to CNC Programmers
- Collaborate with and take direction from program manager, other AJAC curriculum developers, subject matter experts and instructors
- Interview subject matter experts and conduct other research to develop course sequence and outcomes
- Facilitate curriculum reviews and subject matter advisory meetings
- Make recommendations regarding course design, sequence, and instruction delivery options

Application Procedure: If you meet the above qualifications and are interested in this position, please e-mail your resume and cover letter to instructors@ajactraining.org. Please reference **CNC Curriculum Developer** in the subject line.

About AJAC:

Washington State funded the creation of the Aerospace Joint Apprenticeship Committee (AJAC) in 2008 to address the estimated 5,000 vacancies projected in aerospace careers over the next 10 years. AJAC is a statewide, nonprofit 501(c)(3) aerospace and advanced manufacturing registered apprenticeship program. AJAC partners with eight WA state community colleges and over 200 local manufacturing employers to provide apprenticeship training to nearly 400 apprentices across the state. Over the past seven years, AJAC and its advisory committee have developed and implemented the following registered apprenticeship programs based on employer and industry need:

- Machinist (Aircraft-Oriented)
- Precision Metal Fabricator
- Tool and Die Maker
- Industrial Maintenance Technician
- Plastic Process Technician
- Production Technician (Youth)
- Industrial Manufacturing Technician

It is the mission of AJAC that the training of apprentices shall be without discrimination based on race, sex, color, religion, national origin, age, disability, veteran status, sexual orientation, gender identity or as otherwise specified by law. AJAC also encourages women, minorities and veterans to apply with their employer.