



## **Curriculum Developer: Machinist Course Revisions (Part-Time)**

**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 conducting a review of two Machinist courses for our high school youth apprenticeship program. We are seeking an experienced and creative curriculum developer/teacher to review and update these courses for engagement, effectiveness, and accuracy by August 2018. This is a short-term, project-based position, ideal for teachers in the STEM or CTE field and includes some in-person meetings with subject matter experts (SMEs) and AJAC staff. Curriculum developers will work to review and revise two 12-week courses.

### **Required Skills & Qualifications:**

- Degree in education, curriculum & instruction, or a related discipline required
- 3-5 years of experience teaching and/or developing curriculum
- Demonstrated knowledge of best practices in curriculum design, pedagogy, and assessment strategies
- Strong written, presentation, and interpersonal communication skills
- Advanced ability to write with attention to detail and presentation as well as copy edit work
- Ability to work with SME's to develop accurate, relevant content, including demonstrated facilitation skills
- Experience developing hands-on, project-based learning experiences
- Ability to receive and incorporate feedback into course material from program leads, subject matter experts, students, and instructors
- Strong project management skills and the ability to reliably meet deadlines

### **Example Duties:**

- Evaluate and revise training materials such as lesson plans, PowerPoints, student projects, and handouts for increased accuracy, effectiveness, and engagement.
- Use feedback from AJAC staff and instructors to update course curriculum for relevancy, accuracy, engagement, and best practice.
- Collaborate with and take direction from program manager, other AJAC curriculum developers, SME's and instructors to revise individual courses.
- Facilitate communications with SME's and conduct other research to develop or enhance instructional content.
- Differentiate instructional content or delivery methods for students and different classroom environments levels or types of learners.
- Ensure learning objectives for each class are addressed and assessed in the lessons.
- Recommend instructional methods such as individual or group instruction, self-study, lectures, demonstrations, simulation exercises and role-playing appropriate for content and learner characteristics.
- Make recommendations regarding course design, technology, 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](mailto:instructors@ajactraining.org). Please reference **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

In addition to apprenticeship, AJAC runs a growing number of 10-week (400 hour) pre-apprenticeship programs targeting individuals who are unemployed, displaced homemakers, or low wage workers looking to transition into the skilled trades. These "Manufacturing Academies" offer participants intensive soft and hard skill development tailored for entry level employment in manufacturing occupations. The program is credit bearing and results in a stackable short term certificate from a host community college. The Manufacturing Academy has grown to deliver 8 programs graduating 120 participants each year between South Seattle (in partnership with South Seattle Community College) and downtown Tacoma (in partnership with Bates Technical College). Programs are co-sponsored by local Workforce Development Councils.

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.