



Randolph Central School Corporation

103 N. East Street • Winchester, IN 47394 • Telephone (765) 584-1401 • Fax (765) 584-1403

Rolland T. Abraham, Ed.S.
Superintendent

Julie Northcutt
Assistant Superintendent
for Curriculum & Instruction

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Treasurer

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Deputy Treasurer

VACANCY SECONDARY WELDING INSTRUCTOR

Job Description: Winchester Community High School has a position for a Welding Instructor.

The Welding Instructor should either be able to get a teacher's license or a workplace special license from the IDOE and should deliver content in a differentiated manner that is aligned with the Indiana Academic Standards for Welding. This role will require the candidate to teach a variety of students in grades 9-12.

Job Requirements

- Have a working knowledge of best practices in welding education.
- Guide, motivate and engage students in learning, including understanding the basic elements of welding education
- Maintain a safe classroom, using appropriate classroom management skills
- Maintain open communication and professional relationships with all stakeholders
- Utilize instructional materials/curriculum/resources recommended for the district
- Attend and participate in required staff meetings and building-wide trainings and initiatives
- Maintains effective and efficient record keeping procedures, including the regular updating of grades electronically
- Models professional and ethical standards when dealing with students, parents, peers, and community
- Performs other duties and responsibilities as assigned by the school administration.

Job Qualifications

Licensed or able to be licensed by the Indiana Department of Education

Ability to manage a general budget and supplies

Knowledge of state, district and school policies and procedures

Ability to interpret district policies, procedures and data

Strong communication, public relations, and interpersonal skills

Contact Information: Karla Reed, Principal
Winchester Community High School
700 North Union Street, Winchester, IN 47394
kreed@randolphcentral.us

Application Procedure:

1. Complete district application form: https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/315393/Certified_Application_Form_2013.pdf
2. Send the Application and the following information to: kreed@randolphcentral.us
 - Letter of interest
 - Copy of transcripts
 - Copy of teaching license
 - 3 References