

**WESTERN MARICOPA EDUCATION CENTER | DISTRICT # 402****Job Description**

<b>Job Title:</b>	Adult Ed Coding Instructor
<b>Supervisor:</b>	Central Campus Administrator   Evening Adult Coordinator
<b>Terms of Employment:</b>	Evenings, Monday – Thursday, 5:45pm – 9:45pm
<b>Salary:</b>	\$29/hour
<b>Teaching Location:</b>	West-MEC Central Campus 6997 North Glen Harbor Boulevard Glendale, Arizona 85307

**Essential Duties and Responsibilities:**

- Provide effective instruction to improve student achievement in the Coding Program
- Establish, provide and maintain an effective learning climate in the Coding Program
- Demonstrate and differentiate instructional methods for the purpose of providing an effective program that addresses individual student learning needs
- Develop a variety of written materials (e.g. syllabus, unit and daily lesson plans, curricular maps, assessments, anecdotal communications, etc.) for the purpose of documenting and communicating student progress
- Provide a positive learning environment and maintain effective classroom management
- Assess student progress towards objectives, expectations, and/or goals for the purpose of planning instruction, providing feedback to students and communicating achievement
- Report student enrollment data (e.g. attendance, grades, etc.)
- Manage student behavior in a variety of educational environments by providing a safe and positive learning environment
- Assist students to complete service learning projects, as applicable
- Collaborate with all instructional staff to improve the overall quality of student outcomes and meet mandated requirements
- Facilitate the on-going refinement of curricula, based on assessment results, program data, and industry needs to successfully promote continuous program improvement
- Actively participates in a variety of professional development activities for the purpose of professional growth in an educational setting
- Establish and maintain a good rapport with community partners and advisory councils
- Perform other related duties as assigned to strengthen the program

**Knowledge and Skills:**

- Teaching experience with adults or high school students preferred
- Knowledge of applicable Federal, State, County and City statutes, rules, policies and procedures
- Working knowledge of appropriate teaching strategies and methods
- Working knowledge of enhanced classroom instruction and delivery of curriculum
- Working knowledge in operating a personal computer utilizing a variety of software applications
- Strong organizational and communication (oral and written) skills
- Skill in establishing and maintaining effective working relations with co-workers, vendors, students, the general public and others having business with West-MEC
- Understands computer technology and able to use as an integral part of instruction

**Requirements:**

- 5-10 years' experience working in the field of technology/coding
- At least 3-5 years of progressive LAMP stack development experience
- A deep understanding of web application development, web protocols, the SDLC, code management, and cloud computing
- Linux command line mastery and basic sever/system administration experience
- Experience with relational database design and development in MySQL/MariaDB
- Extensive OOP PHP web and command line development experience
- Extensive experience with MVC frameworks like CodeIgniter, Zend, and/or Laravel
- Experience with PHP package management using composer
- Familiarity with the configuration and management of web servers like Apache or Nginx in a Linux environment
- Moderate experience with JavaScript and front-end development (jQuery, Angular, and React would be ideal)
- Cloud services experience including AWS, DigitalOcean, Rackspace, etc.
- An understanding of basic networking principles.
- Distributed version control experience alone or in teams.
- SCRUM/Agile software development experience/understanding.
- 3rd party API integration experience.
- RESTful API design and development experience.
- Must be able to obtain and maintain an Arizona driver's license
- Must hold a valid fingerprint clearance card issued by DPS

**Closing Date:** Open until Filled

**Start Date for Position:** Immediately

**Application Procedure:**

Submit on-line application West-MEC.org

Include:

- Letter of interest
- Current resume´
- Three professional references (names, addresses and phone numbers)

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