

**Rangemaster**  
**Austin Community College**

Direct Link: <https://www.AcademicKeys.com/r?job=252760>

Downloaded On: Feb. 22, 2025 12:41pm

Posted Feb. 6, 2025, set to expire Nov. 29, 2025

<b>Job Title</b>	Rangemaster
<b>Department</b>	Administration
<b>Institution</b>	Austin Community College Austin, Texas
<b>Date Posted</b>	Feb. 6, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Administration - Other
<b>Apply Online Here</b>	<a href="https://apptrkr.com/5979779">https://apptrkr.com/5979779</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

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**Austin Community College**

**Job Posting Closing Times:** Job postings are removed from advertising at **12:00 A.M.** on the closing date e.g., at midnight on the day before the closing date.

[If you are a current Austin Community College employee, please click this link to apply through your Workday account.](#)

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Austin Community College is a public two-year institution that serves a multicultural population of approximately 41,000 credit students each Fall and Spring semester. We embrace our identity as a community college, as reflected in our mission statement. We promote student success and community development by providing affordable access, through traditional and distance learning modes, to higher education and workforce training, including appropriate applied baccalaureate degrees, in our service area.

As a community college committed to our mission, we seek to recruit and retain a workforce that:

- Values intellectual curiosity and innovative teaching
- Is attracted by the college's mission to promote equitable access to educational opportunities
- Cares about student success and collaborates on strategies to facilitate success for populations including; first generation college students, low-income students, and students from underserved communities.
- Focused on student academic achievement and postgraduate outcomes
- Welcomes difference and models respectful interaction with others
- Engages with the community both within and outside of ACC

### **Job Posting Title:**

Rangemaster

### **Job Description Summary:**

Manages the firearms range operation of the Public Safety Training Center.

### **Job Description:**

#### **Description of Duties and Tasks**

- Manages all aspects of range operation, including implementing all safety protocols.
- Manages all aspects of firearms safety, training processes, oversight of firearms qualifications, and maintenance protocols. This position reports to the PSTC Director.
- Ensures range is operated in accordance with College policies and PSTC general orders.
- Develops and provides individual and group instruction on proper firearms techniques, including all aspects of firearms safety, handling, shooting, targeting, and training.
- Maintains proper storage and an accurate inventory of firearms, ammunition, and necessary range supplies.

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- Repairs and services firearms, as needed.
- Maintains records of range activities, maintenance, and operations and submits reports to the Director as required.
- Oversees assigned staff, hourly instructors, and adjunct faculty during range operations and use.
- May oversee or assist in any Public Safety Training Center training.
- Oversee guest agencies using the range facility.
- Authors quality lesson plans and coordinate/facilitate firearms courses.
- Maintain currency and proficiency in modern firearms and tactics.
- Teach firearms courses ranging from basic to advanced, including handgun, rifle, and shotgun.
- Speak to various audiences, from students to executive-level personnel.
- Perform correct repairs and maintenance on all areas of range facilities using hand tools and power tools.
- Follow correct protocols for cleaning range facilities, mitigating hazardous material risk.
- Store all range equipment, including safety gear, ammunition, and targets in accordance with safety regulations and guidelines.

### **Knowledge**

- Knowledge of repairing firearms, and properly using and maintaining firearms equipment, including safety gear, ammunition, and targets.
- Proper safety techniques related to the use and cleaning of firearms.
- Firearms instruction, training, and proper shooting techniques.
- Principles of client service and practice.
- Knowledge of federal, state, and local laws and Texas Commission on Law Enforcement rules regarding firearms and firearm training.
- Proper management and disposal of lead.
- Proper personal safety precautions and techniques regarding potential lead exposure.

### **Skills**

- Maintaining an established work schedule, including extended hours, evenings, nights, and weekends.
- Maintaining confidentiality of work-related information and materials.
- Excellent written and verbal communication, planning, organization, and presentation skills for

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- curriculum development and course instruction.
- Effectively supervising, leading, and delegating tasks and authority, as needed.
- Establishing and maintaining effective working relationships.
- Working collaboratively in a positive team environment.
- Ability to immediately respond to all emergency situations with clarity and proper decisive action.
- Maintaining order and discipline among students, law enforcement officers, ACC staff, faculty, and other users in all range events.
- Manage supply inventories and develop procedures for maintaining adequate stock availability.
- Providing clear and concise reports for the Director and other entities as required.
- Ability to perform range maintenance while wearing personal protective equipment such as a mask/respirator.
- Ability to determine levels of equipment repair, such as mechanical or technical, and proper use of various hand tools and power tools.
- Excellent written and verbal communication, planning, organization, and presentation skills for curriculum development and course instruction.

### **Technology Skills**

- Use a variety of spreadsheet, word processing, database, and presentation software.
- Ability to use the range software, the firearms 2D simulator, and the virtual reality firearms simulator software programs/equipment.

### **Required Work Experience**

- Five years related work experience as a commissioned and/or licensed law enforcement officer. Candidates must provide documented law enforcement training records. (Example: Texas Commission on Law Enforcement, Police Officer Standards and Training, or Federal police training records.)

### **Preferred Work Experience**

- Ten years of law enforcement training experience, including firearms training.
- Experience as an armorer.

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- Experience with lead capture and disposal.
- Experience with firearms range operations, range software, range targeting systems, and range mechanical systems.

### **Required Education**

- Bachelor's degree or higher in Criminal Justice or a related field with a minor in Criminal Justice with documented firearms training.
- TCOLE instructor license or equivalent (P.O.S.T. or Federal).
- Documentation of successful completion of the law enforcement TCOLE Firearms Instructors course or comparable firearms instructors course (FBI, NRA, etc.).

### **Preferred Education**

- Master's degree in Criminal Justice or related field with 18 hours in Criminal Justice.
- Completion of the Sig Firearms Armorer course, the Glock Armorer's course, an AR 15 platform Armorer's course, and/or the Remington Firearms Armorer course.
- Completion of the TCOLE Advanced Peace Officer Proficiency Certification.

### **Special Requirements**

- Valid Texas Driver's License and reliable transportation to and from work and other locations, as needed.
- Availability for shift work, flexible hours, and emergency calls.
- Ability to work well with others in a team environment.

### **Physical Requirements**

- Work is routinely performed in a firearms range operation.
- Subject to standing for extended periods of time, walking, sitting, running, bending, reaching, kneeling, crouching, stooping, squatting, twisting, climbing, pushing, pulling, manual dexterity and

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lifting up to 50 lbs.

- Subject to exposure to noise, outdoors, chemicals, explosive materials, mechanical hazards, and electrical hazards.
- Ability to walk on uneven surfaces.
- Ability to scale a ladder safely.
- Ability to follow environmental and safety protocols.
- Manual dexterity to disassemble and assemble various types of firearms, demonstration of proper firearms grip, stance, and handling, and demonstration of firearms accuracy.
- Ability to perform repair and maintenance of firearms.
- Ability to repair and maintain range facilities using hand and power tools.
- Ability to work while wearing personal protective equipment, including a mask/respirator.

### **Safety**

- Supervise safe operation of unit. Facilitate safety inspections. Take reasonable and prudent actions to eliminate identified hazards. Ensure employees receive appropriate safety training and foster a workplace safety culture.

### **Salary Range**

\$87,157 - \$108,946

### **Number of Openings:**

1

### **Job Posting Close Date:**

February 27, 2025

### **Clery Act**

As required by the US Department of Education, employees are required to report violations under Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.

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### **Disclaimer**

The above description is an overview of the job. It is not intended to be an all-inclusive list of duties and responsibilities of the job, nor is it an all-inclusive list of the skills and abilities required to do the job. Duties and responsibilities may change with business needs. ACC reserves the right to add, change, amend, or delete portions of this job description at any time, with or without notice. Employees may be required to perform other duties as requested, directed, or assigned. In addition, reasonable accommodations may be made by ACC at its discretion to enable individuals with disabilities to perform essential functions of the job.

To apply, please visit: [https://austincc.wd1.myworkdayjobs.com/en-US/External/job/Hays-Campus/Rangemaster\\_R-7178](https://austincc.wd1.myworkdayjobs.com/en-US/External/job/Hays-Campus/Rangemaster_R-7178)

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

#### **Contact**

Administration  
Austin Community College

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