

Shop Math instructor  
Community College of Philadelphia

Direct Link: <https://www.AcademicKeys.com/r?job=255480>

Downloaded On: Aug. 1, 2025 7:41pm

Posted Apr. 7, 2025, set to expire Aug. 6, 2025

**Job Title** Shop Math instructor  
**Department** All Jobs  
**Institution** Community College of Philadelphia  
Philadelphia, Pennsylvania

**Date Posted** Apr. 7, 2025

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Lecturer/Instructor

**Academic Field(s)** Vocational/Technical

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**Apply By Email**

**Job Description**

## Posting Details

### Position Information

Position Title: Shop Math instructor

Requisition Number: FAC00432

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### General Description

**The Office of Apprenticeships & School-to-Work Programs** at Community College of Philadelphia is in search of experienced instructors to facilitate **Shop Math courses** for 10th -12th graders from the School District of Philadelphia participating in the College's Industrial Welding Pre-Apprenticeship Program. This class is designed to provide students with the relevant theory skills to solve practical, industrially based mathematical problems. Topics of instruction will include, but are not limited to: calculating arithmetic expressions involving whole numbers, fractions and decimals, ratio, proportion, percentages, imperial/metric conversions, exponents, square roots, basic graph interpretation, basic algebraic expression (formulas), and the solution of geometric figures. An introduction to the use of trigonometry for the solution of right and oblique triangles will also be included.

Classes will be held on site at our partner high schools. Schedules will vary between our partner schools, but all classes are held during or right after the school day (between 8:00 AM and 4:00 PM). Each instructor's schedule will be determined between the College, the partner school, and the instructor, based on needs and availability. Curriculum and course materials will be provided.

**All applicants must have a bachelor's degree and/or relevant work experience. Training or teaching experience is preferred, most preferably in a high school setting. Interested applicants should submit cover letter and resume and two references by September 30, 2023.**

The Office of Apprenticeships & School-to-Work Programs is housed in the Division of Strategic Initiatives and Community Engagement at Community College of Philadelphia (the College). The goal of the Office of Apprenticeships & School-to-Work Programs is to develop and implement school-to-work pipelines and programs that expose and connect high school students, incumbent workers, and individuals looking to enter new careers to postsecondary and workforce pathways through Pre-Apprenticeships, Apprenticeships, and industry-based trainings. Working closely with industry and K-12 partners and other areas across the College, the offerings within the Office of Apprenticeships and School-to-Work Programs contribute to the awareness and pursuit of postsecondary and workforce credentials that lead to livable wage careers

Community College of Philadelphia is an open-admission, associate-degree-granting institution which provides access to higher education for all who may benefit. Its programs of study in the liberal arts and sciences, career technologies, and basic academic skills provide a coherent foundation for college transfer, employment and lifelong learning. The College serves Philadelphia by preparing its students to be informed and concerned citizens, active participants in the cultural life of the city, and enabled to meet the changing needs of business, industry and the professions. To help address broad economic,

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cultural and political concerns in the city and beyond, the College draws together students from a wide range of ages and backgrounds and seeks to provide the programs and support they need to achieve their goals.

### College Intro

*Community College of Philadelphia is an open-admission, predominantly Black institution and a minority-serving institution which provides access to higher education for all who may benefit. CCP's Strategic Plan affirms the College's long-standing commitment to quality, access, affordability and upward mobility while including an emphasis on diversity, equity and inclusion. This plan firmly plants student success at the center of all efforts, establishing the means for each student to achieve their goals.*

*Teaching faculty are an integral part of the larger Academic and Student Success Division at CCP including Workforce Development or Career Training. The Academic and Student Success Division is a community of learners committed to student success as demonstrated through equitable and measurable outcomes, innovative practices, relevant curriculum, quality learning, and a rewarding student experience. As a minority-serving institution, CCP faculty contribute significantly to our collective efforts to improve student success and eliminate racial equity gaps through the utilization of inclusive and high-quality teaching practices.*

### Specific Responsibilities

- Deliver provided curriculum, creating an engaging classroom experience while ensuring core course deliverables are met. Provide feedback to students on assignments and in class discussions.
- Demonstrate appropriate use of existing technology to further learning for students. Incorporate instructional technology to support the learning process.
- Communicate effectively, share vision, focus on people, initiate positive change, value differences and foster collaboration. Work with and inspire others to achieve college, department, and individual success. Proactively identify/address problems.
- Establish an inclusive environment in the classroom. Demonstrate an understanding of, and sensitivity to, the diverse academic, socioeconomic, cultural, and ethnic backgrounds of the College's faculty, staff and students.
- Manage the learning environment with a student-centered focus. Implement diverse teaching and learning strategies that accommodate the learning styles of students.
- Strive for excellence in teaching, applying best practices in field of discipline, and modeling behaviors that encourage student success and retention. Recognize the unique needs, culture,

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and context of students and advocates for their learning and well-being.

- Maintain critical documentation including time sheets, student sign-in sheets and attendance records, and necessary documentation for school purposes. Work with Apprenticeships & School-to-Work Team Members in obtaining and maintaining required documents and files.
- Demonstrate a sense of connection and responsibility for helping the College to achieve success through a commitment to its mission, vision, and values.

### Minimum Qualifications

- All applicants must have a Bachelor's degree and/or relevant work experience.

### Preferred Qualifications

- Training or teaching experience is preferred, especially in a High School setting.
- Skilled trade-based work experience is preferred.
- Qualified candidates will have working knowledge of designing and delivering effective in-person instruction. Strong interpersonal skills, a passion for training, and the ability to engage and connect with students are preferred.

### Benefits Summary

#### Benefits:

*"Success Starts Here" at Community College of Philadelphia. We recognize that our success as a college and the success of our students starts with our employees. Our employees are vital to our success. Our total compensation package includes a comprehensive offer of benefits that are unrivaled by most.*

#### Full-time faculty and staff benefits include:

- College-paid medical, dental, drug, life and disability insurance
- Tuition remission (for classes at the college)
- Forgivable tuition loan (for classes at any accredited academic institution)
- 403(b) retirement plan with 10% College contribution with employee contribution 5%
- Flexible spending accounts
- Paid vacation, holiday and personal time
- Partial remote work schedule for remote work eligible positions

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**Additional College benefits:**

- Winter break: 1 week around the third week in December and New Years
- Spring Break: 1 week in March
- Summer Hours: 4-day work week (closed on Fridays) from the 2nd week in May through the 3rd week in August

For More information about the College benefits and eligibility based on employee class, please visit:  
<https://www.myccp.online/human-resources/benefits-eligibility>

Min Salary/Hourly Rate: \$50.00/hr

Max Salary/Hourly Rate: \$50.00/hr

Position Type: Faculty

Employment Status: Part-Time

**Special Instructions to Applicants**

**Interested candidates should complete an online application.**

- Cover Letter of interest and resume required.
- Name and contact information of 3 references required.
- Employment offers are contingent upon successful completion of background checks in accordance with PA Child Protective Services Law.
- Must be legally eligible to work in the U.S.

*Community College of Philadelphia is an equal opportunity employer and does not discriminate on the basis of race, sex, sexual orientation, gender identity, religion, color, national or ethnic origin, age, disability, status as a Vietnam Era Veteran or disabled veteran or any other status protected by law, in matters pertaining to employment.*

## Supplemental Questions

Required fields are indicated with an asterisk (\*).

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1. \* How did you first learn about this employment opportunity?
  - Community College of Philadelphia Website
  - Careerbuilder.com
  - HigherEdJobs.com
  - LinkedIn
  - The Chronicle
  - Job Fair
  - Indeed.com
  - HireVeterans.com
  - HERC - Higher Education Recruitment Consortium
  - CCP - Faculty Recruiting Event
  - Other
2. \* If your answer to the above question is Other, please note the source below. If this question does not apply to you, enter N/A.

(Open Ended Question)

3. \* What is the highest level of education you have completed?
  - No Response
  - High School/GED
  - Associates Degree
  - Bachelor's Degree
  - Master's Degree
  - Doctorate
  - Other
4. \* Do you have strong interpersonal skills, a passion for training, and the ability to engage and connect with students?
  - Yes
  - No
5. \* Do you have experience in skilled trade-based work?
  - Yes
  - No
6. \* Do you have experience in training or teaching in a high school setting?
  - Yes
  - No

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## Documents Needed to Apply

### Required Documents

1. Resume
2. Cover Letter/Letter of Application

### Optional Documents

1. References

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### Contact Information

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

**Contact** Abby Ametrano Aametrano@ccp.edu  
All Jobs  
Community College of Philadelphia

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