



<b>Job Title:</b>	HVAC/Plumbing Instructor	<b>Hourly/Salary:</b>	Salary
<b>Department/Area:</b>	University Outreach	<b>Classification:</b>	
<b>Location:</b>	Harrodsburg	<b>Travel Required:</b>	
<b>Reports To:</b>	HVAC/Plumbing Program Director	<b>Position Type:</b>	Full-Time
<b>HR Contact:</b>	Jason Lawson	<b>Date posted:</b>	09/29/2020
<b>Position Fill Date:</b>	10/19/2020	<b>Posting Expires:</b>	
<b>External posting URL:</b>	<a href="http://www.campbellsville.edu">www.campbellsville.edu</a>		
<b>Internal posting:</b>	Human Resources Board		

**Applications Accepted By:**

**Fax:** (270) 789-5180

**Email:** [jobs@campbellsville.edu](mailto:jobs@campbellsville.edu)

**Subject Line:** HVAC/Plumbing Instructor

**Attention:** Jason Lawson

**Mail:**

Director of Human Resources  
Campbellsville University  
1 University Drive, UPO 944  
Campbellsville, KY 42718

**Job Description**

**Job Summary:**

Selected candidate is responsible for assisting the director with course development, teaching and advising students, and scholarly activity commensurate with the mission of the University.

A commitment to diversity and student success is essential. This person will participate and seek an environment where a Christian, cohesive and collegial spirit dominates. Our priority is to serve God by building and implementing educational programs that prepare Christ-centered young adults to change the world.

**Job Responsibilities:**

- Teaching and advising responsibilities in the HVAC and Plumbing technology certificate programs
- Assisting HVAC/Plumbing Program Director and other HVAC and Plumbing instructors in building the programs
- Participating in collaborative projects as requested and/or assigned
- Attending meetings, continuing education, or workshops as designated by HVAC/Plumbing Program Director
- Assisting in recruitment efforts
- Assisting in student support efforts

**Skills/Qualifications:**

- Kentucky HVAC Journeyman or Master License, or 5 years of HVAC experience
- Kentucky Plumbing Journeyman or Master License, or 5 years of plumbing experience
- Minimum Associate of Science or Applied Science degree
- Verifiable post-secondary teaching experience preferred
- Concurrence with the mission of Campbellsville University

**Essential Duties:**

- Working hours necessary to perform job requirements satisfactorily on a regular basis.
- Managing absences from work in a responsible manner to ensure service to university faculty, staff and students.
- Complying with Campbellsville University policies and practices and seeking clarification of them when necessary.
- Honor the mission of Campbellsville University and abide by rules and regulations and Standards of Conduct outlined in the Administrative Policies and Procedures Manual.

*Campbellsville University is a comprehensive, Christian institution that offers pre-professional, undergraduate and graduate programs. The university is dedicated to academic excellence solidly grounded in the liberal arts that fosters personal growth, integrity and professional preparation within a caring environment. The university prepares students as Christian servant leaders for life-long learning, continued scholarship, and active participation in a diverse, global society.*

*The individual employee is expected to conduct him, or herself, both on campus and off, in a manner becoming an employee of a Christian institution, and the employee should uphold the highest standards of conduct in terms of honesty, truthfulness, respectful attitude, and conduct toward others. Each individual associated with Campbellsville University is to perform his or her daily responsibilities mindful of the intent of the institutional mission statement and core values.*

*Employees must be able to perform the essential functions of the position with or without reasonable accommodations.*

<b>Reviewed By:</b>	Jason Lawson	<b>Date:</b>	09/29/2020
<b>Approved By:</b>	Jason Lawson	<b>Date:</b>	09/29/2020
<b>Last Updated By:</b>		<b>Date/Time:</b>	
<b>Internal Post Date:</b>	09/29/2020	<b>External Post Date:</b>	09/29/2020