STATE CENTER COMMUNITY COLLEGE DISTRICT
INSTRUCTIONAL TECHNICIAN – AERONAUTICS

DEFINITION

Under direction assists in the operation and maintenance of the aeronautics equipment, including preparing demonstrations for the class.

DISTINGUISHING CHARACTERISTICS

The Instructional Technician class is distinguished from the Instructional Aide class in that incumbents assigned to the class of Instructional Technician oversee complex instructional laboratories, possess specialized technical and academic training, and has experience in the assigned field. Additionally, the incumbent will provide administrative support for multiple instructors. Incumbents work independently and may provide instructional assistance to students and instructors in an instructional laboratory designated for a specific academic or vocational subject area. Instructional Technicians are responsible for applying district policies in regard to environmental, health, and safety regulations.

EXAMPLE OF DUTIES

Performs a variety of duties related to the aeronautics program including but not limited to: assisting with demonstration of proper techniques and use of tools and equipment for students during laboratory classes; inventorying and maintaining aeronautics parts, training aids, and instructional equipment; inspecting the operation of engines and student repair work; ordering parts and processing orders upon delivery; collecting, storing, and coordinating the disposal of hazardous chemicals and materials; assisting with managing and record keeping of toxic waste in accordance with regulations and other guidelines; and ensuring and enforcing security and safety of the lab according to established procedures, policies, and laws. Screening, selecting, training, evaluating, and providing work direction for student workers. Performing other duties as needed.

EMPLOYMENT STANDARDS

Education: Associates degree in aeronautics.

Experience: Experience in aircraft maintenance.

Knowledge, Skills, and Abilities: Knowledge of: safety procedures to identify and resolve aeronautic and laboratory problems; “live” engines to inspect and monitor student repairs; packing and shipping procedures for engine parts; heating and cooling techniques of steel and aluminum; and health and safety regulations. Skill and/or Ability to: learn, apply, and utilize hardware and specialized software applications to create spreadsheets, databases, and produce reports; identify various engine parts; read and interpret technical material, such as Federal Aviation Administration advisories and manufacturer’s
maintenance and service manuals; use common precision measurement tools such as the micrometer, dial indicator, and telescoping gauge; develop and maintain an airworthy parts inventory system that coincides with aircraft parts books; develop a preventative maintenance program for instructional equipment and training aids used in the aeronautics program; maintain instructional equipment and training aids used in aeronautics lab in accordance with preventative maintenance schedule; demonstrate proper techniques in the use of hand and power tools, training aids, and instructional equipment for students; perform common aviation related mathematical calculations; clean, adjust, operate, and repair lab equipment; communicate effectively both orally and in writing; give clear and concise instructions; review and evaluate the work of students assigned by instructors; keep accurate records; effectively communicate with individuals for whom English is not a primary language; train and direct student aides; employ proper English usage, spelling, grammar, and punctuation; receive and follow instructions; appropriately interact with a diverse population to include students, staff, faculty, and the public; and learn and apply college and district policies and procedures.

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Salary Range: 50