



Instructor of Foundations of Construction Prison Programs (Granted- Funded)

Make your work matter in a profound way. At Arizona Western College, this role goes beyond teaching—you'll help individuals rebuild their futures through hands-on construction training and mentorship. If you're passionate about your trade and committed to creating opportunities, this is your chance to make a real impact.

Salary:

2025/2026 minimum is \$49,057, commensurate with education and experience. Discover your placement in our 2025/2026 [Faculty Salary Schedule](#).

Summary of Function:

Grant Funded. The Foundations of Construction Instructor helps reduce recidivism by providing instructional training to the inmate population within the vocational education program; this position instructs incarcerated individuals in introductory courses in building construction industries. This instruction will provide them with the skills needed for entry-level employment in the building construction industry upon release.

Typical Duties:

- Serves Students. Provide instruction in foundations of construction methodologies, including, but not limited to, the following areas:
 - Blueprint Reading for Construction
 - Strategies for Success
 - Decision Making
 - Core Curriculum Introductory Craft Skills
- Develops an effective curriculum and tracks students' progress through that curriculum.
- Maintains accurate and timely records of student attendance, participation, and academic progress, including submission of final grades in accordance with established deadlines. Performs routine reporting and reconciliation of purchasing card activity and day-to-day program operations. Maintains an up-to-date inventory of tools, equipment, and instructional materials to ensure accountability, compliance, and continuous program readiness.
- Maintains current knowledge of construction industry standards, codes, and best practices through ongoing professional development, participation in professional organizations, and attendance at relevant meetings, conferences, and training. Applies this knowledge to regularly review, update, and adapt instructional curriculum to ensure alignment with evolving industry requirements, workforce expectations, and program standards.
- Mentors students on academic and career advancement opportunities.
- Completes a program review after three years to determine the efficiency of the program.
- Exhibits professional dedication to the achievement of program objectives and participation in strategic planning initiatives at the divisional and/or institutional level.
- Supports and participates in strategic planning initiatives and performs other duties as assigned

Required Qualifications:

- Bachelor's degree in the discipline, OR
- Associate's degree, certificate, licensure at the highest level being taught, OR
- Qualify under the occupational experience requirement for career, technical, and professional credential fields with three full-time years (or equivalent). Documentation of work experience must demonstrate currency and relevance to the course content and student learning outcomes, with the following experience:
 - More than three full-time years (or equivalent) of verified related paid work experience in the specific credential field, AND
 - One Year of which the work experience shall be within the five years immediately preceding the date of application for the credential, OR
 - Three years of full-time (or equivalent) post-secondary teaching experience in the credential field within the past five years

- Meet qualifications as outlined under institutional procedure, Faculty Credentials
- Applicants may indicate any additional language proficiencies in their application materials, including English/Spanish, as relevant to the position

Additional Eligibility Requirements:

- National Center for Construction Education and Research Certifications: Certified Instructor and Certified Module Test Proctor, or the ability to obtain required certifications within 30 days of hire
- Successful completion of security clearance
- Successful completion of drug test
- Ability to maintain clearance level or designation needed to access prison complex facilities
- Arizona Driver's License or equivalent

Classification:

- Exempt

Position Type & Work Schedule:

- Full-time, 11-month position
- 37.5 hours per week
- Monday-Friday, 6:00 am-2:00 pm
- Work flexible schedule to meet the program, department, and/or institutional needs, which may include Fridays, nights, and/or weekends

Knowledge, Skills, and Abilities:

- Knowledge of and ability to interpret, apply, and follow college policies and procedures
- Knowledge of or ability to maintain organizational structure, workflow, and operating procedures
- Knowledge of supervisory principles, practices, and techniques
- Skill in current technologies and word processing, database, presentation, and spreadsheet software, specifically Microsoft Office applications, Windows, college system platforms, software, and applications especially those specific to the department operations
- Skill and ability to be self-directed and to manage one's own time
- Skill in performing a variety of duties, often changing from one task to another of a different nature
- Ability to complete all departmental and/or institutional mandatory training or development
- Ability to organize, prioritize, follow multiple projects and tasks through to completion, with close attention to detail
- Ability to work independently and contribute to a collaborative team environment
- Ability to provide assistance in a professional and supportive manner
- Ability to communicate effectively, verbally, in writing, and in a public setting, and to relate to others in a professional manner
- Ability to be flexible and supportive, positively and proactively assimilate change in rapid growth environment
- Ability to maintain confidentiality of protected information and follow FERPA and privacy guidelines
- Ability to supervise and schedule the work of others
- Ability to adapt to a dynamic workload and demands
- Ability to operate relevant equipment required to complete assigned responsibilities for the position
- Ability to adapt and maintain professional composure in emergent situations
- Ability to demonstrate integrity, professionalism, and civility in all job-related actions
- Ability to analyze problems, identify solutions, and take appropriate actions to resolve problems using independent judgment and decision-making processes
- Ability to establish and maintain positive, effective, and collaborative relationships with individuals at all levels of the organization, students, and the public

Work Environment:

- Duties are performed primarily indoors within a secure correctional facility, including classrooms and instructional lab areas, with occasional outdoor activity as required by program needs. The environment may involve moderate noise levels, variable lighting conditions, and exposure to construction tools and materials.
- All work is conducted under strict safety, security, and institutional protocols specific to a prison setting.

- Working environment may include various locations across the service district, with varying noise levels, indoor and/or outdoor locations as needed to support program, department or institutional needs

Physical Demands:

- Prolonged periods sitting at a desk and working on a computer
- Prolonged periods of standing and/or walking
- May lift, carry, push, and/or pull, at times, a minimum of 10 pounds
- Occasionally stoop, bend, kneel, crouch, reach, and/or twist
- Must be able to navigate various departments of the organization's physical premises

Travel:

- May be required to travel to other locations using various modes of private, commercial, or fleet transportation, and as needed to support program, department and institutional needs

Note:

- Location: Arizona State Prison Complex
- Benefits Eligible
- Instruction assignment dependent upon departmental and/or institutional needs .
- The statements within this document describe the general nature, level, and type

APPLICATION PROCEDURE:

The following materials must be uploaded at the time of application. Any materials submitted via e-mail, fax, or mail will not be accepted. Applications missing any of the below requirements will be considered incomplete and will not be reviewed.

1. Completed Application
2. Resume (no more than 3 pages)
3. Cover Letter
4. Unofficial Transcripts

ADDITIONAL DETAILS:

- The statements in this posting describe the general nature, level, and type of work performed by the individual(s) assigned to this classification and are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified.
- The institution and its designated representatives reserve the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice

ADDRESS INQUIRIES TO:

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