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# Example of Computer Instructor Job Description

Our innovative and growing company is looking for a computer instructor. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for computer instructor

* Represents the training unit/element supervised with a variety of installation and functional area organizations and works on special projects as directed
* Conduct live discussions each week based on the lead faculty’s direction from material covered asynchronously, potential questions that may have come from students, items in the news that may apply to course concepts, how students are doing on assignments
* View asynchronous content in advance of each weekly live session
* Meet all designated class periods
* Grade assignments and exams
* Submit progress reports and final grades according to University regulations
* Student support, including online advising and office hours
* Coordinate with faculty teaching or developing the same courses online or on-campus
* Develop admission policies and procedures
* Assume the leadership role in maintaining Networking certifications

## Qualifications for computer instructor

* Commitment to increasing participation of under-represented groups in computer science
* Knowledge of implementing computational thinking, coding, and modeling and simulations into middle and high school learning environments
* Bachelor’s Degree in STEM education with a strong emphasis in computer science/computational thinking and five years experience in teaching in a formal or informal learning environment
* This position description documents the general nature and level of work but is not intended to be a comprehensive list of all activities, duties and responsibilities required for job incumbent
* This position will be required to participate in occasional weekend programming
* Possess 5 years industry experience/expertise based on profession and applicable accreditation requirements