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**Job Title:** Electrical Trade Instructor  
**Hours:** Part-time, Monday – Thursday, 1pm – 3pm; starting August 14<sup>th</sup>  
Full-time, Monday – Thursday, 9am – 2pm, starting June 10<sup>th</sup>, 2024  
**Salary:** \$25.00 per hour

**Job Description:**

Instruct at-risk high school students in accordance with educational theories and techniques. The **Electrical Trade Instructor** primary role will be to facilitate student learning, not only helping students achieve their program and course objectives but guiding them as they shape their future in the power industry. The **Electrical Trade Instructor** will organize all aspects of the classroom function, including cleanliness, safety, demonstration materials, and online lectures provided by the training agency. The **Electrical Trade Instructor** will administer lessons following a pre-developed lesson plan, leading your students through the practical and hands-on application.

**Responsibilities:**

The **Electrical Trade Instructor** will motivate students by demonstrating professionalism, enthusiasm, and sensitivity for their concerns. The **Electrical Trade Instructor** will engage students, actively involving them in classroom discussions and/or activities. An important part of this role is to identify different student learning styles and adjust your own style accordingly.

- The **Electrical Trade Instructor** will maintain accurate record keeping, as it applies to student attendance and their online class progress, provide feedback and support as needed and you will advise students on their attendance, progress, and discipline issues, as necessary.
- The **Electrical Trade Instructor** is expected to always create and maintain a safe environment.
- It will be the **Electrical Trade Instructor** responsibility to manage all tools assigned to the classroom.
- The **Electrical Trade Instructor** is expected to communicate regularly with parents, guardians, and other stakeholders to provide updates on student progress and program activities.
- The **Electrical Trade Instructor** is responsible for maintaining classroom supplies and equipment through evaluation, inspection, request for parts ordering, and/or repair.
- The **Electrical Trade Instructor** will use your experience to constantly evaluate the curriculum to ensure continuing relevance.
- The **Electrical Trade Instructor** will conform to prescribed methods of record keeping, as directed by supervisory staff.
- It is important to communicate promptly regarding supplies, tools, or other essentials needed for students in the classroom.
- The **Electrical Trade Instructor** is expected to maintain a working field knowledge through continuing education and demonstrate continuing professional development of your technical expertise, and as an instructor.
- One of the most rewarding parts of this job is attending our annual graduation ceremonies; attendance is mandatory.
- The **Electrical Trade Instructor** is expected to participate in professional development opportunities to stay up to date with best practices in teaching at-risk youth.
- The **Electrical Trade Instructor** will ensure an ethical and fair testing environment during periods of online certification (if applicable)

**Qualifications:**

- Bachelor's degree, license or certificate in Electrical Engineering, or a related field
- Preferred but not required, OSHA-10, OSHA 30 or other trade related certification and teaching experience is a plus.
- Strong communication and interpersonal skills, ability to work effectively with diverse student populations.
- Ability to develop engaging and interactive lesson plans and activities, ability to work independently and as part of a team.
- Proficiency with technology and educational software