



## **Trades Instructor**

Manage the training facility as well as teach trades-based, hands-on curricula intended to prepare individuals for a career in the trades.

Wage	\$ 50,000 to \$60,000 per year		
Employment	Full-time, permanent	Working hours	40-44 hours/week
Start date	May 3, 2021	Direct reports	none
Reporting to	Program Director	Location	Jutland Rd, Etobicoke, ON M8Z 2G6
Working days	Monday, Tuesday, Wednesday, Thursday and Friday		

## **Required Experience & Qualifications**

- Work experience in the construction or carpentry trades is a MUST
- Experience training at least 12 students in a classroom setting
- Full and clean G driving licence is a MUST as pick-up of various materials used for training is an essential part of the role
- Post-secondary education on said areas is an asset, but not mandatory.
- Technology skills in various software programs such as Google Workspace (Google Drive, Docs, Sheets, Slides, Gmail, Meets), Zoom, Adobe Acrobat, Apple hardware products, scheduling software.

## **As a Person**

- Confident English speaker with clear speech that can be understood by a diverse group of people facing barriers to employment
- Reliable, proactive and supportive team member
- Has a passion for Building Up's mission and dedication to the well being of our trainees/employees

## **Required Physical Abilities**

- Dexterity of hands and fingers to safely and precisely control objects
- Muscle strength to independently lift, push, pull, or carry objects at the training facility

Building Up encourages applications from qualified candidates who reflect the diversity and inclusion in our work environment and the communities we serve. We are also committed to providing accommodations at all stages of recruitment and employment in accordance with AODA. If you are contacted for an employment opportunity, please advise the HR Manager if you require accommodation.



## **Essential Duties and Responsibilities**

Reporting to the Program Director, the Trades Instructor will manage the training facility as well as teach courses intended to prepare trainees for a career in the trades.

- Manage the training facility, which includes tools maintenance, inventory management and ordering, health and safety compliance, opening and closing the training centre, and cleaning up at the end of the day
- Pick-up supplies required for training
- Develop curricula and plan course content and methods of instruction that accommodates trainees' diverse cultural and educational backgrounds, experiences and individual learning styles
- Present engaging lectures, hands on training and conduct discussions to increase trainees' knowledge and competence
- Supervise and monitor students' use of tools and equipment
- Mark assignments, and administer oral, written, or performance tests to measure student progress and to evaluate training effectiveness
- Mentor and coach trainees, balancing tough love with compassion
- Assists the Program Director with other administrative-related projects as required
- Collaborates and communicates with the Program Team effectively and takes initiative to support other departmental priorities when capacity allows