



## **BUILDING PATHWAYS**

Building Trades Pre-Apprenticeship Program

### **Instructor Opportunity**

#### **Assistant Lead Instructor, Building Trades Pre-Apprenticeship Program**

The Building Pathways Building Trades Pre-Apprenticeship Program seeks a part-time assistant lead instructor for our Fall 2021 (September 7 – December 17) training cycle. Building Pathways is a non-profit organization based in Boston whose mission is to create access and prepare low-income metro area residents, including women, people of color and young adults, for entry into a building trades apprenticeship. The fall training cycle meets 3 evenings (6PM – 9PM) and Saturdays (7AM-3:30PM), to serve individuals employed in low-paying jobs who have an interest in launching a career in the union building trades. The assistant lead instructor will have primary responsibility for delivering the occupational training component of the fall training program.

**Qualifications:** The successful candidate must possess a Journeyman Certificate in a building and construction trade. A minimum of 5 years Trades-related experience is required. Experience teaching adults will be considered an asset. Proficient use of Microsoft Office is required. (See attached Job Description.)

This is a part-time, grant-funded, contract position which will be compensated at an hourly fee commensurate with experience. No benefits provided.

Please submit a resume to: Building Pathways, P.O. Box 190900,  
Roxbury, MA 02119; or email: [bpijobs@buildingpathwaysboston.org](mailto:bpijobs@buildingpathwaysboston.org)

**Closing date: June 14, 2021**

Building Pathways thanks all applicants for their interest in employment; however, only those candidates selected for interviews will be contacted.

**Building Pathways**  
**Building Trades Pre-Apprenticeship Program**

**Job Description – Assistant Lead Instructor**

This position is responsible for planning, preparing, and delivering instruction and evaluation of participants for the Building Pathways Building Trades Pre-Apprenticeship Program. Through classroom and hands-on learning experiences, Building Pathways is designed to prepare participants to enter into an apprenticeship in the union building and construction trades. Classes for the pilot fall cycle will be conducted 3 evenings per week from 6 pm – 9 pm and Saturdays from 7 am – 3:30 pm, beginning September 7 through December 17, 2021. The occupational skills training instruction will be divided between the assistant lead instructor, guest presenters and shop instructors. The assistant lead instructor will also supervise participants on field trips to apprenticeship programs and active construction sites. Classroom training will be conducted in Boston. The Assistant Lead Instructor reports to the Building Pathways Program Director.

Assistant Lead instructor subject areas include:

- Construction process and players
- Union sector construction paradigm
- Apprenticeship model
- Construction math
- Blueprint reading
- Tools of the trade
- Workplace safety (optional – see below)

Primary areas of responsibility are:

- Plan and prepare for instruction
- Delivery of instruction, addressing various learning styles and needs
- Evaluate and report on participant progress
- Perform administrative tasks
  - Track participant attendance, assignments & interventions
  - Submit reports and forms as required
  - Maintain confidentiality and security of participant information

Required:

- Journeyperson Certificate
- Teaching or mentoring experience in an educational or trades setting
- Excellent skills with MS office
- Excellent communication and organizational skills
- Driver's License
- Flexible availability
- Commitment to diversity and equity in the construction trades

Assets:

- OSHA Authorized Outreach Trainer (authorized to teach OSHA 10)
- Experience teaching apprentices
- Experience teaching adults
- Experience in participatory learning techniques
- Experience teaching diverse population