



SOUTH BAY WORKFORCE INVESTMENT BOARD, INC.

A Private Nonprofit Corporation

An Equal Opportunity Employer

LEAD INSTRUCTOR - CONSTRUCTION TRAINER– YOUTHBUILD CAREER SERVICES COORDINATOR I

JOB ANNOUNCEMENT

Summary

The South Bay Workforce Investment Board, Inc. (SBWIB) YouthBuild is an innovative program designed to provide “at risk” youth aged 16-24 that reside in the Los Angeles area with preparation leading to a High School diploma, Life Skills and Leadership Development training concurrently with vocational and hands-on training in construction trades and other career pathways. Program participants, who participate in SBWIB’s construction career pathway, will assist in building housing units for low and moderate-income families and be involved in providing services to the community through special projects. Upon completion of approximately nine months of training, participants will be provided with job placement services and alumni services.

Employment

SBWIB is seeking a highly motivated individual to assist with the company's YouthBuild Construction Program. This person will oversee the implementation of training strategies in relation to the construction sector program and in connection to construction related projects, from start to finish, ensuring execution in a timely and efficient manner. This person must be well-versed in construction methodologies, curriculums (e.g. Multi-Core Craft Curriculum - MC3, NCCER, OSHA and HazMat) and procedures and able to work with individuals of different disciplines to achieve the best results. The ideal candidate will have an analytical mind and great organizational skills. The goal will be to ensure that project goals are met according to funder’s requirements and budgets.

Salary & Benefits

This is a full-time (40 hrs/wk) nonexempt position with a starting hourly wage of \$24.92-\$27.22. Our Company has developed a comprehensive set of employee benefit programs to supplement our employees' regular wages. Our benefit package represents a hidden value of additional income to our employees, which include a 65% health cost reimbursement (for employee only), sick and vacation time, holidays and a competitive 401k plan. All full-time employees are invited to participate in the company’s health benefits package after completing the 60-90-day employment introductory period.

Minimum Qualifications

Graduation from an accredited college or university with a Bachelor’s Degree in Engineering, Building Science or a related field and at least four (4) years of experience with an in-depth understanding of construction procedures and material and project management principles (education may be substituted by experience on a year-for-year basis). A valid California Driver’s License and reliable transportation are required.

- Experience training others in construction trades;
- Knowledge of basic building codes and construction site safety procedures;
- Ability to read and understand blueprints;
- Demonstrated ability to utilize effective communication skills;
- Experience working with and ability to be sensitive to a multi-cultural, multi-ethnic population;
- Ability and skills to assist with outreach and recruitment efforts for new members, prospective employers and or building trades;
- Ability and skills to lead by example and facilitate large groups, small groups and provide one-on-one coaching and facilitation in various leadership and life skill activities;

- Ability to work effectively with minimum supervision;
- Ability to work effectively as a part of a team.

Essential Duties and Responsibilities

Working under the Career Services Centers Manager, the CSC-Construction Trainer shall provide participants with on-site instruction in the basic construction trades necessary to build new residential construction and to perform rehab/remodeling on existing residential units. Other leadership opportunities will be required of this position; i.e. outreach and recruitment, facilitating and leading small group activities and discussions, facilitating leadership and life skill activities, and other more specific duties including, but are not limited to, the following:

- Prepare and implement curriculum, lesson plans, training calendars, and activities for construction training component.
- Teach and actively train/supervise construction skills including, but not limited to, demolition, interior work, carpentry and the appropriate use of tools and equipment through demonstration and modeling skills.
- Teach and supervise the necessary safety procedures for use and handling of equipment & tools and clean up of the construction area through demonstration and modeling skills.
- Teach appropriate handling of construction problems arising at the building site through demonstration and modeling skills.
- Develop, coordinate and supervise worksite activities and schedules with program manager.
- Keep SBWIB YouthBuild and program staff informed about issues regarding performance issues of members.
- Review, evaluate and document members progress and skill attainment.
- Ensure members compliance with attendance and other program policies.
- Assist staff in facilitating and leading various activities in "Orientation", "Information Sessions", and "Mental Toughness" sessions with YouthBuild members.
- Assist staff in facilitating and leading leadership development activities.
- Assist staff in facilitating life skills activities.
- Participate in community service, attend retreats, workshops and conferences as required.
- Perform other duties as assigned.

Working Conditions

Performing duties for this position may require spending the majority of the day walking, standing, sitting at a desk and some lifting and bending for filing purposes. Must have good time management skills, be able to work well under stress and meet deadlines. Reliable transportation, a valid driver's license and proof of insurance is a must. Must also be able to travel to other office locations for trainings, conferences and/or meetings within or outside our local area.

How to Apply

Send a cover letter and résumé to apply@sbwib.org for consideration. Recruitment for this position will end upon receipt of a sufficient number of résumés. Only those applicants with the most relevant qualifications and knowledge will be invited to participate in the oral interview. No phone calls please.

The SBWIB, Inc. is an equal opportunity employer. Applicants are considered for all positions without regard to race, color, sex, gender identity, national origin, age, mental or physical disability, medical condition, marital status, sexual orientation, pregnancy, ancestry, religion, military or veteran status, or any other status protected by law.

The SBWIB, Inc. provides reasonable accommodations consistent with its legal obligations. Therefore, applicants who may need reasonable accommodations or other assistance in relation to a physical or mental disability or religion, at any point within the application process or thereafter if hired, should immediately inform SBWIB, Inc. by sending an email to apply@sbwib.org.