



CALIFORNIA HUMAN DEVELOPMENT

CREATING OPPORTUNITIES TO END POVERTY

California Human Development Job Description

EMPLOYEE NAME:

JOB TITLE: Building Construction Instructor

DEPARTMENT/DIVISION: Farmworker Services

REPORTS TO: ASET Center Manager

FLSA STATUS: Non-Exempt

LOCATION: Stockton

REVISED DATE: 03/03/2023

Summary Description:

CHD's Farmworker Services Program provides skills training and job placement to low-income individuals including migrant and seasonal farmworkers and their dependents who either wish to find full-time job opportunities outside of the agriculture field, wish to increase their skills to stabilize their employment and/or pursue higher education. Instructor is Responsible for the development and implementation of a course of instruction which will qualify students for employment in the building and maintenance industry. The instructor will provide classroom and laboratory instruction.

Duties and Responsibilities:

- Effectively teach the knowledge, concepts, attitudes, and skills encompassed within the curriculum, including carpentry, plumbing, electrical, painting, tape and texture, green technology, and building maintenance.
- Monthly prepare and submit a course of study including program objectives, student performance objectives, and daily lesson plans.
- Develop and maintain relationships with suppliers, and submit monthly requests for supplies and materials required to conduct training.
- Identify and develop partnerships with public project builders that would result on worksites where students could get "hands-on" training.
- Identify and develop partnerships with local builders that could be a source of employment opportunities and donations.
- Assist in student placement activities.
- Accurately and punctually submit to the Center Manager all forms and information needed for attendance accounting and reporting.
- Participate in the Industrial Advisory Board which will include representatives from related business, industry, unions, professional organizations, and other public and/or private agencies providing the same or related training. Attends staff meetings and such other meetings as required by the Center Manager or Director.

- Create and maintain effective links between the program and the building industry, business community, unions, apprenticeship programs, and the general community.
- Evaluate students' progress on a monthly basis and submit progress reports to the Center Manager.
- Ensure that the equipment or tools are appropriate for the work, are maintained, inspected and demonstrate the proper use of such equipment and secured regularly.
- Actively participate in the center/corporate safety program and activities.
- Actively participate in the safety program and provide meaningful suggestions for working safely.
- Development of Tiny Homes project and oversight of instruction / completion.
- Perform other duties as assigned.

Required Skills and Abilities

- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry
- Ability to read, analyze, and interpret general business reports or contracts
- Ability to write reports, business correspondence, and procedure manuals
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Bilingual English/Spanish highly desirable.

Education and/or Experience

- High school diploma or general education degree (GED) plus one to three months related experience or training; or equivalent combination of education and experience.
- Teaching credentials in Private-Post Secondary school preferred.
- Minimum of 5years. experience in Construction including Carpentry, Electrical, Plumbing, Sheetrock, Green Technology, Painting and Property Maintenance.

Certificates, Licenses, Registrations

- First aid/CPR Certified

Physical Requirements

Regularly: Talk or hear and manual dexterity

Frequently: Stand and walk and lift up to 10 pounds

Occasionally: Reach with hands and arms; climb or balance, stoop, kneel, crouch, or crawl, and lift up to 50 pounds

Vision: Must have close, distance, color, and peripheral vision. Must also have depth perception and ability to adjust focus

Work Environment

Frequently: Work near moving mechanical parts

Occasionally: Wet or humid condition, high precarious places, around fumes and airborne particles, outdoor weather conditions, extreme cold or extreme heat

Noise level: Loud

*This job description is not an exclusive or exhaustive list of all job functions that an employee in this position may be asked to perform from time to time. All employees are to maintain a positive work atmosphere by acting and communicating in a manner so that you get along with customers, clients, co-workers, management and other stakeholders. Employment at CHD is **at-will**. This means employment is for an indefinite period of time and it is subject to termination by the employee or by CHD, with or without cause, with or without notice, and at any time.*

Employee Signature: _____ Date: _____

Supervisor's Signature: _____ Date: _____

Reviewed by Human Resources: _____ Date: _____