



New York City District Council of Carpenters Training Center

395 Hudson Street, 2nd Floor, New York, NY 10014
Phone: (212) 727-2224 Fax: (212) 727-9776
www.nyccarpenterstrainingcenter.org

James Hayes
Director of Training

Rich Wong
Executive Director

P/T Floorcovering Instructor

DEPARTMENT: Carpenters Training Center

POSITION REPORT TO: Director of Training

FLSA STATUS: Non-Exempt

DIRECT REPORTS: Director, Assistant Director

The hourly rate for this position is currently \$61.05 per hour.

Description:

The New York City District Council of Carpenters Training Center is seeking a part-time Floorcovering Instructor with a minimum of 10 years work experience within the Floorcovering Industry. Must have knowledge of means and materials used within the New York City & Floorcovering Trade

Job Responsibilities:

- Have a solid understanding of hard surface and soft surface materials. Organize and present programs of practical and technical instruction on Floorcovering principals, means and methods; including demonstrations of skills required in the trade, lectures on theory, techniques, and terminology.
- Plan and supervise training of apprentices, individually or in groups.
- Maintain inventory and equipment records within assigned classroom and workspace.
- Assure that all students abide by the guidelines, policies, rules and regulations set by the NYC Carpenters Training Center.
- Test and evaluate achievement of students in technical knowledge and trade skills.
- Maintain attendance records and task sheets.
- Add new projects in coordination with Administration, including any products or technologies new to the industry. Recommend or suggest changes for the improvement of the training program.
- Train in all subject matters needed by the Carpenters Training Center to instruct apprentices and journey level members, including Health and Safety courses.

Requirements:

- Knowledge of training theory and its practical application.

- Skilled in prioritizing & assigning work, preparing reports, and adapting instruction to meet individual needs.
- Strong public speaking ability.
- Must be willing to attend UBC training classes in Las Vegas.
- Prior instructor experience preferred.
- Basic Computer Skills.
- Must be open to a flexible schedule.

The New York City District Council of Carpenters Training Center offers competitive salaries and comprehensive benefits. The Carpenters Training Center is an equal opportunity employer and encourages applications from all qualified candidates regardless of gender, race, ethnicity, age, sexual orientation, marital status, religion, or disability. M/F/D/V Interested candidates should submit a cover letter and resume to resume@nyccbf.org.