

Job Description: Assistant Instructor

The Assistant Instructor supports hands-on training activities, manage training labs, and ensure students receive safe and effective skills instruction. This role is critical for supervising practical training exercises and maintaining equipment and training materials.

Key Responsibilities

Lab Instruction

- Supervise hands-on tool training and practice sessions
- Provide demonstrations of tool usage and safety procedures
- Support skill development for NCCER modules

Lab Management

- Maintain training labs and equipment
- Prepare workstations and materials for each training session
- Track tool inventory and equipment maintenance

Student Monitoring

- Monitor attendance and participation
- Provide coaching and technical assistance to students
- Assist students struggling with practical exercises

Safety Compliance

- Enforce safety protocols
- Ensure proper PPE use
- Maintain OSHA training standards

Qualifications

- 3+ years construction trade experience
- Familiarity with hand tools, power tools, and rigging
- Experience mentoring or training individuals preferred
- OSHA certification preferred.

Technical Skills

- Proficient with Microsoft Office applications, including Excel, Word, and PowerPoint.