
Job Title	Workforce Training Mentor
PVN ID	CC-2205-004781
Category	Instruction and Social Service
Location	The CITY COLLEGE of NEW YORK
Department	CUNY Institute for Urban Systems
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Jul 12, 2022 (Or Until Filled)

General Description

The Workforce Training Mentor will work with program trainees to assure the effectiveness of their learning experience and to provide feedback for instructional program enhancements. The Mentor will review curriculum with instructors and will be available to participants to support their learning and accomplishment of course goals and will collaborate with instructors on participant evaluation. A critical outcome of the program is job-readiness, in terms of both familiarity with technical content and soft-skills and the mentor will be expected to support students towards both objectives.

The Mentor may also supervise and coordinate Assistant Mentors assigned to teams within a given class cohort.

Other Duties

The Mentor may additionally play a role in developing relationships with industry/employers, around learning objectives, internships and placements and/or may play a role in interfacing with community organizations and agencies that will supply participants to the program.

Qualifications

Teaching experience including on-line education and instructional design;

Counseling, tutoring, and/or mentoring experience with those who have not excelled in traditional education;

Technology skills in use of various software platforms commonly used in industry (word processing,

spreadsheets, GIS);

some engineering education and/or experience preferred;

minimum Bachelors degree with 3-5 years work experience; Masters degree preferred.