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<b>Job Title</b>	Curriculum Developer/Instructor
<b>PVN ID</b>	LA-2311-005964
<b>Category</b>	Instruction and Social Service
<b>Location</b>	LAGUARDIA C. C.
<b>Department</b>	Workforce Development
<b>Status</b>	Part Time
<b>Hourly Rate</b>	\$65.00-\$65.00
<b>Hour(s) a Week</b>	0.00-25.00
<b>Closing Date</b>	Feb 29, 2024 (Or Until Filled)

## General Description

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LaGuardia Community College's (LAGCC) mission is to educate and graduate one of the most diverse student populations in the country to become critical thinkers and socially responsible citizens who help to shape a rapidly evolving society. LAGCC Division of Adult & Continuing Education (ACE) seeks a part-time Curriculum Developer and instructor with strong organizational and writing skills for the offshore wind training course portfolio.

Industry status: The offshore wind industry is positioned to take off in the United States and the NYC metro area over the next five years, creating hundreds of thousands of new job opportunities for which there is no existing skilled workforce and little current training capacity. Seventy-five percent of the jobs created are in installation, repair and maintenance; management; and production, with the largest share going to installation, repair, and maintenance, and a heavy emphasis on technician-level roles that require some training but not necessarily a college degree. One of the largest occupations in terms of local hiring will be wind service technicians involved in the ongoing maintenance and service of wind turbines.

Under the supervision of the Associate Director; Construction, Transportation and Green Jobs Training, the Curriculum Developer will create lesson materials to supplement the standardized Global Wind Organization curriculum, as well as serve as instructor for some or all of the modules. Created curriculum will include but not be limited to professional development, communication strategies, writing as well as lessons on physical and mental self-care. Experience in the industry is critical, the instructor should be able to personalize the lessons, and be invested in the development of the next generation of wind technicians.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Under the supervision of the Associate Director, the Curriculum Developer/Instructor will be responsible for ensuring that training and contractual goals are met, by fulfilling the following duties:

#### **Curriculum Development**

- Design an innovative Wind Technician curriculum, consisting of 80 hours instruction, supplementing the

### **Instructor – Wind Technician**

- Deliver GWO Basic Safety and Basic Technical Training as well as an additional 80 hours Wind Tech course curriculum in an engaging way
- Create a positive, learning-friendly classroom environment
- Meet all GWO requirements for the successful delivery of GWO training
- Maintain student safety and comply with all safety protocols for hands-on training

## **Other Duties**

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- Communicate professionally via telephone, email, and in-person with staff, enrollees and partners;
- Complete related tasks as requested by the funder, Associate Director and/or Senior Director, Adult & Continuing Education.

## **Qualifications**

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- Ability to work independently and collaboratively in a demanding and complex work environment, to carry out complex assignments in a timely manner; and to adapt to changing situations and priorities;
- Demonstrated interest in working with under-served populations;
- Possess excellent interpersonal, communication, organizational, time-management skills, as well as strong work ethic and commitment to success;
- Ability to analyze data for continuous program improvement;
- Computer skills should include MS Office suite (Word, Excel, Access, PowerPoint);
- Ability to keep all matters related to participants confidential;
- Ability to communicate effectively by conveying simple to complex concepts/processes to students, staff, or other stakeholders as well as listen and respond to concerns/ideas of others. Participate in meetings;
- Ability to respond calmly to emergencies and to fashion solutions for student, instructional, administrative, or technical problems; ability to seek assistance when needed;
- Is consistently at work/meetings/appointments and on time; ensuring work responsibilities are covered when absent.
- Completes work within established deadlines.

### **MINIMUM EDUCATION/EXPERIENCE REQUIRED**

- LaGCC is seeking a professional who has a minimum of 2 years of experience working in Offshore or Onshore Wind, as well as some professional experience as an educator, -OR-
- A Bachelor degree in a directly related field of study from an accredited institution, an appropriate certification or specialization, and one (1) year experience performing responsible related work; AND possession of the core competencies determined to be required at the time of hire.
- GWO certified to teach GWO Basic Safety Training and GWO Basic Technical Training a plus.
- Spanish language a plus.

- Curriculum development hours on flexible schedule; be available to meet with LaGuardia and Siemens Gamesa staff. Curriculum development to take place Fall-Winter 2023. Schedule for training hours to be determined. Training to take place Fall-Winter 2024, with the possibility of additional cohorts beyond that. Flexibility needed to match contract schedules. Must be able to travel to multiple sites some days, as necessary.