

Job Title	Part Time Instructor (Energy Management)
PVN ID	PS-1711-002187
Category	Instruction and Social Service
Location	CUNY SCHOOL OF PROFESSIONAL STUDIES
Department	CUNY School of Professional Studies
Status	Part Time
Salary	Depends on qualifications
Hour(s) a Week	0.00
Closing Date	Feb 01, 2019 (Or Until Filled)

General Description

About the CUNY School of Professional Studies

CUNY SPS provides online and on campus degree and certificate programs that meet the needs of adults who are looking for a seamless way to finish or transition into a bachelor's degree, earn a master's degree or certificate in a specialized field, advance in the workplace, or change careers. Home to the first fully online degree programs at the City University of New York, CUNY SPS offers fully accredited online degree and certificate programs for students who want the flexibility and convenience of online education.

CUNY SPS manages the Department of Administrative Services' (DCAS) energy management portfolio of learning programs through the Energy Management Training program. The training is designed to help facility professionals across city agencies envision a learning path specifically targeted to their professional and personal development goals. The role of the instructor is an integral part of the Energy Management Training team. The instructor will be responsible for providing subject matter expertise to assist in the development, delivery and evaluation of relevant, technical learning programs. The core focus of the energy management training is on implementing energy saving measures that assist the City of New York in meeting its greenhouse gas (GHG) emissions reduction goals.

Other Duties

Reporting to the Program Director for the Energy Management Training portfolio, the instructor will:

- Deliver course content in person and online to building managers and operators; stationary engineers; energy auditors, and other facility professionals who work or support DCAS owned and managed commercial buildings.
- Apply adult learning principles to create a safe learner-centric environment in which adult learners use critical thinking skills, are motivated, and are partners in the learning process.

- Effectively use various teaching and facilitation strategies to address multiple adult learning styles, promote learner engagement, and ensure the transfer of learning back to the job.
- Assess learners' progress throughout the course and the overall effectiveness of the training program.
- Follow instructional systems design principles to support the development of training materials.
- Collaborate with stakeholders, subject matter experts, and CUNY SPS partners to support the program.
- Participate in scheduled instructor meetings and professional development activities.

Qualifications

Minimum requirements for the position:

- Bachelor's degree in area of special education
- Three years' experience teaching adult learners; higher education setting preferred.
- Advanced degree in engineering or certifications in CEM (Certified Energy Manager), or LEED (Leadership in Energy & Environmental Design) or BOC (Building Operator Certification)
- Ability to effectively deliver instruction according to defined course learning objectives and established curriculum, both in-person and via online.
- Ability to respond effectively to feedback and adjust teaching strategies to motivate students and respond to their need
- Ability to manage the classroom environment, leverage diversity and engage learners.
- Ability to communicate effectively, both orally and in writing.
- Strong organizational skills with an attention to detail.
- Strong computer skills with intermediate level knowledge of Microsoft Office (Word, PowerPoint and Excel).
- Ability to work both independently and collaboratively.

Salary: Hourly (Commensurate with qualifications and experience.)

Closing Date: Open until filled.