



-Lead Instructor- Independent Contractor



Full Time Contract: 10 weeks during January 2021 – March 2021 (some December hours required)

Wages: \$80/hr for 35-40 hr per week (required travel may be reimbursed if eligible, rate TBD).

Reports to: Ground Worker Training Program (GWTP) Coordinator

Application Deadline: Monday, August 24th, 2020 (11:59 pm)

Location (TBD): Toronto (January to mid-February) and London (mid-February to March)

Job Summary:

The Lead Instructor will be involved in an industry-based training program that provides entry-level grounds crew training to 48 individuals in Toronto and London (24 per region), who need support to enter the field. You will report to the Ground Worker Training Program Coordinator and work with The Career Foundation's SAO Program Manager as needed. This practical grounds crew training will enable them to work productively, safely and efficiently. The course will focus on developing essential skills and will enhance communication, problem-solving and critical thinking ability. As Lead Instructor, you must have the experience, expertise, and ability to effectively instruct in the arborist trade in Ontario. You will be responsible for delivering provided curriculum, coordinating, and overseeing Program Technician staff, coordinating daily lessons that are engaging and focused on essential skills, evaluating student progress, recording and maintaining inventory, and maintaining program documentation. The successful applicant will possess a combination of formal training, teaching experience and work experience within the arboriculture field.

Duties & Responsibilities:

- Oversee 2 training cohorts: 5 weeks in Toronto and 5 weeks in London
- Supervise Program Technicians and students, including daily activities
- Provide effective instruction; create daily work plans and comply with curriculum
- Effectively communicate learning objectives, measure learning outcomes, and conduct competency testing
- Keep accurate records of student achievement and attendance, and maintain discipline and respect in an educational setting
- Provide support and coaching to students and staff, and work with all internal and external program partners
- Provide updates and report concerns to the Ground Worker Training Program (GWTP) Coordinator as requested and work in partnership with The Career Foundation's Program Manager to discuss student issues etc.
- Represent program as a subject matter expert for students, staff, partners, and Program Advisory Committee
- Stay abreast of vocational and industry trends, employer requirements and new classroom instruction and techniques
- Inspect arborist equipment and tools daily to ensure safety including, but not limited to, chainsaws, chippers, stumpers, rigging equipment, pulleys, ropes, etc.
- Disinfect arborist equipment and tools daily to ensure safety including, but not limited to, chainsaws, chippers, stumpers, rigging equipment, pulleys, ropes, etc.
- Follow and enforce all COVID policies and procedures supplied by Delivery Partners
- Store and maintain records of inventory; provide maintenance to equipment as needed
- Perform various tasks related to tree pruning and removal in a safe and efficient manner as required
- Oversee training site facilities and maintain relationships with facility host organization
- Provide maintenance on chainsaws and other machinery as required
- Identify potential hazards in the workplace and mitigate potential hazards
- Promote the program and its mission, goals, and objectives

- Operate, drive and/or transport rental equipment such as trucks, trailers, chippers, etc.
- Participate in the Ground Worker Training Program graduation ceremony (date to be determined)
- Submit weekly summary reports for the Delivery Partners during predetermined dates throughout the training period

Skills and Abilities:

- Able to motivate and train within an environment that will ensure the safety of students, equipment, and materials while providing proper supervision of hands-on technical training
- Sensitive to the needs of a diverse group of inexperienced students, including some groups that are underrepresented in the field of arboriculture
- Can work cooperatively with the Ground Worker Training Program Coordinator and The Career Foundation's Program Manager
- Able to identify and fairly monitor student's learning outcomes and effectively manage the classroom environment to ensure proper behaviour, rules and policies are adhered to
- Can effectively share knowledge and experience in a clear and concise manner; able to break down complex concepts and adapt teaching methods to enhance the learning experience for a diverse group of students
- Able to assess tree health, identify insects and diseases, and apply modern principles, practices and techniques related to arboriculture
- Professional, self-starter, who takes initiative and exercises good judgment
- Problem-solving skills and experience with conflict management
- Office administration and record keeping skills, ability to maintain inventory and student attendance records
- Ability to climb and work at heights

Requirements:

- Minimum 5-7 years of experience teaching in the arborist trade
- Must be able to conduct and supervise training in both Toronto and London (travel required)
- Currently holds a Chainsaw Certification or equivalent training
- Currently holds one of the following two industry certifications/qualifications: Ministry issued Certificate of Qualification in the Arborist trade, or ISA Certification
- Successful completion of relevant education and training in arboriculture is a must
- G license required; D preferred
- Valid CPR/First Aid and WAH certification
- Working knowledge of the Occupational Health & Safety Act, WSIB, Arborist Safe Work Practices and other related Acts, Rules and Regulations
- Use of personal vehicle, computers, cell phone and internet required
- Excellent communication, interpersonal, leadership and team management skills
- Demonstrated ability to work with diverse groups, including those requiring additional supports
- Experience leading a team of technicians and supervising students
- Advanced knowledge of arborist theory and practices
- Commitment to safe work practices and habits

How to Apply:

- Only those selected for an interview will be contacted
- The application deadline is Monday, August 24th, 2020
- Please email resumes to Rachael Kowaleski: rkowaleski@careerfoundation.org, no calls please