



OREGON & SOUTHERN IDAHO LABORERS-EMPLOYERS TRAINING TRUST FUND

PORTLAND TRAINING CAMPUS: 17242 NE SACRAMENTO ST, PORTLAND, OR 97230 - Phone: 541-745-5513

IDAHO FALLS TRAINING CENTER: 580 W. 19th STREET, IDAHO FALLS, ID 83402 - Phone: 208-542-6240

apprenticeship@osilett.org

JOB SUMMARY: OSILETT is currently looking for a Laborer subject matter expert in

JOB DESCRIPTION: Pipelaying, Rigging & Signaling, and GPS/ Laser Grade Checking Instructing

ESSENTIAL FUNCTIONS: Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills, and other characteristics. *This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all the functions and tasks performed.* The Construction Craft Laborer Instructor is responsible for classroom and practical instruction in various construction courses. Individual focus is on core areas based on subject matter expertise and related areas of commercial building construction, environmental, utilities, heavy highway, pipeline, safety and health, and leadership. OSILETT utilizes LiUNA Training's curriculum development process which is accredited by the International Accreditation Service (IAS). Performing instructional duties and responsibilities in accordance with the policies and procedures of the Oregon & S. Idaho Laborers-Employers Training Trust Fund.

DUTIES AND RESPONSIBILITIES: Within the scope of OSILETT policies and procedures, this position:

- Instructs the assigned Construction Craft Laborer courses in accordance with LiUNA Training curriculum.
- Applies and maintains written instructional standards; facilitates instruction using established delivery methods in classroom settings and practical instruction in controlled environments.
- Participates in the assessment of student learning outcomes; establishes, maintains, and submits accurate student and instructional records in a timely manner.
- Evaluating and reviewing students' progress in attaining goals and objectives.
- Keeping appropriate records of testing and grading, attendance, as per LiUNA standards.
- Utilizing technology to access data, maintain records, generate reports, communicate with others, and facilitate learning.
- Maintaining student discipline through effective classroom management.
- Attaining, maintaining, and reviewing program certification requirements as appropriate.
- Assists in the preparation of course instructional materials, and evaluation tools.
- Applies and maintains standards of quality instructional methods, processes, and procedures by maintaining adherence to established curriculum.
- Maintain training areas, repair, reduce and/or eliminate safety hazards, check machine and equipment function, eliminate causes of breakdowns, and analyze trainee performance.
- Maintain monthly records of all Trust-related expenditures made

GENERAL EXPECTATIONS: Employees are expected to accomplish assigned duties in an efficient, effective, and competent manner and to strive for improvement and excellence in all the work performed. Additionally, employees must understand the comprehensive role of the training program and cooperate and work harmoniously with students, instructors, staff, and the public. Employees will follow all OSILETT policies, rules, regulations, and guidelines as they relate to this position.



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MINIMUM REQUIRED QUALIFICATIONS:

- High School Diploma or equivalent.
- At least 10 years of journey worker level experience in:
 - *OSHA 10 certification*
 - *Pipelaying*
 - Water pipe/Sewer/Storm installation
 - *Rigging & Signaling*
 - *Grade Checking/ Laser/ GPS*
 - Calculating slopes, corners, and grade using various methods
- Computer and other technological skills
- Ability to learn and follow JATC policies and procedures
- Ability to learn and instruct the LiUNA CCL curriculum
- Experience in instructing/mentoring trainees from diverse cultures and/or backgrounds on the job or classroom
- Ability to relate to a diverse population and to maintain composure when faced with difficult situations
- Ability to multi-task and organize, prioritize, and follow multiple projects and tasks through to completion with an attention to detail.
- Ability to work independently while contributing to a team environment
- Ability to communicate effectively, verbally and in writing, and to relate to others in a professional manner.
- Ability to effectively identify and resolve problems and to maintain strict confidentiality related to sensitive or private information.
- Ability to analyze situations, identify solutions, and take appropriate action to resolve problems using independent judgment and decision-making processes.
- Ability to establish and maintain effective working relationships with department staff, instructors, students, members, other Union representatives, other departments and affiliates, and the public

PREFERRED QUALIFICATIONS: Preference may be given to individuals with:

- Construction Craft Laborer Journeyman credentials obtained from a LiUNA Training Apprenticeship Program who have journey worker level experience and have attained supervisory or foreman status.
- Bilingual Skills (Spanish and English)
- Proficient in using Microsoft programs (Word, PowerPoint, Excel) and data entry.



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WORK ENVIRONMENT: Is performed in a classroom setting with practical training conducted outdoors in a simulated job site environment at the training facility. Occasionally training may be conducted at offsite locations such as job sites and other locations throughout the state of Oregon or Idaho. Exposure to common construction safety hazards while performing job duties, including but not limited to hazardous material, pneumatic, gas, diesel, electric-powered tools, and equipment while using required safety equipment, materials, supplies and PPE.

PHYSICAL REQUIREMENTS: Essential functions of this position require: Manual dexterity, lifting, kneeling, squatting, climbing, crawling, stooping, turning/twisting, balancing, reaching, and handling with varying frequencies, a variety of hand and power tools, equipment, and materials.

Heavy work: Occasional lifting and carrying objects up to 80-ps, Frequent lifting and carrying, pushing, or pulling objects weighing up to 50 pounds; and/or continuous lifting, carrying, pushing, or pulling 10-20 pounds. Mental Application: Utilizes memory for details, verbal instructions, emotional stability, critical thinking, adaptability, and creative problem-solving skills are important

Assignment:

Full time, salaried position, Monday-Friday, typical day shift, occasional evening, and weekend hours. Travel is required as needed throughout the State of Oregon and periodically out-of-state travel will be required to attend seminars, conferences, training, or other work-related events.

Work Location: Oregon Laborers' Training Center and Campus - Portland, Oregon

Salary: Commensurate with experience

Benefits: Employer-medical, dental, and vision for employee, spouses, or dependents. Pension plans, vacation, sick days. *Position is Union*

Application:

Submit Resume and cover letter to Brenda Aranda at baranda@osilett.org

* Disclaimer: The above statements describe the general nature, level, and type of work performed by the CCL Instructors assigned to this position. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of CCL Instructors. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or person. OSILETT reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions. We are an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, age, or disability status.