

INSTRUCTOR, MECHANICS

Continuing Education

Location: Cold Lake

Position type: Contract

Salary: Commensurate with education and experience

Posting date: September 24, 2024

Closing date: Until a suitable candidate is found

ABOUT THE POSITION

Portage College is actively hiring a Mechanics Instructor to deliver theoretical and practical Automotive/Small Engine service training to participants. The primary responsibilities of this position are to assist students to develop knowledge and understanding of small engines and/or Automotive basics.

Responsibilities also include:

- Coordinate with community to identify student successes and barriers, as well as relay pertinent information regarding student attendance and progress to project partners.
- Develop specific strategies to work with students experiencing learning barriers related to the building project.
- Use a variety of approaches and materials, as appropriate, in order to address different learning needs.
- Direct student learning in a positive and supportive environment.
- Supervise students during practical training.
- Enforce safe work procedures.
- Provide mentorship and guidance to participants as they develop skills in small engine maintenance and automotive services, including tasks such as oil changes, minor repairs, and more.
- Understand and implement the skills being taught.
- Monitor all inventory/tools/equipment used as part of the teaching project.
- Use organization and time management skills to plan and prioritize.

QUALIFICATIONS AND EXPERIENCE

- Journey person certificate in Automotive, Heavy Duty, or Small Engine Mechanic. Equivalencies may be considered.
- Applicants should have a congenial personality that is consistent and builds trust with learners and staff.
- Excellent communication skills and the ability to transmit information in a clear, professional, and understandable manner.
- Computer skills are recommended with a knowledge of using Microsoft Office tools and applications such as PowerPoint.
- Successful applicant will be required to provide a current vulnerable sector criminal record check.

ABOUT THE COLLEGE

We acknowledge that Portage College's service region is on the traditional lands of First Nation Peoples, the owners of Treaty 6, 8 and 10, which are also homelands to the Métis people. We honour the history and culture of all people who first lived and gathered in these lands.



Portage College has been serving the region for 50 years and is a first choice post-secondary institution for learners in northeast Alberta. You will find that we are a college that combines quality with innovation. In fact, Portage College is considered a leader when it comes to providing students with a flexible first-class educational experience. We offer a wide range of programs in health and wellness, business, human services, university transfer, food sciences, trades and technology, native arts and culture, and in academics for career and education.

HOW TO APPLY

Portage College is committed to building a skilled, diverse workforce reflective of Canadian society.

If you have the right qualifications, experience and motivation to do extraordinary things at Portage College, we would love to hear from you. Email your cover letter and resume to careers@portagecollege.ca. If you have any questions, call us at **780-623-5747**. Please note we do not accept third-party resume and cover letter submissions.

The College appreciates the interest of all applicants, however, only those selected for an interview will be contacted.



