



WORKFORCE DEVELOPMENT TRAINING INSTRUCTORS
(PART-TIME)

COMMUNITY COLLEGE WORKFORCE ALLIANCE (CCWA) accepts applicants on a continuous basis for part-time instructors in the areas of technical, professional and soft skills training. CCWA is the comprehensive, combined regional workforce development team created as a partnership between John Tyler and J. Sargeant Reynolds Community Colleges. Both colleges are multi-campus colleges serving the greater-Richmond area. CCWA served more than 1,100 businesses and over 17,000 class participants last year through customized contract training and open enrollment offerings. The organization's budget is entirely self-supporting through contracts, fees for services, grants, and business-community partnerships.

**QUALIFICATIONS
REQUIRED:**

Considerable knowledge of adult training methods, curriculum design and development, and needs assessment and evaluation methodology.
 Demonstrated ability to provide classroom instruction, develop and prepare instructional plans, models and training aids. If applicable, appropriate education or professional certifications for subject area required. The selected candidate must be able to successfully pass the college's pre-employment security screening.

**QUALIFICATIONS
PREFERRED:**

Bachelor's degree from an accredited institution. Current and progressive work experience in the following areas: Instructional Design/Development (e-learning), WebMaster/Development, Project Management, OSHA Safety, Manufacturing, Technical Writing, Information Technology, Green Technologies/Industry, Healthcare related professions or other industry areas requiring training.

SALARY:

Salary commensurate with the education and experience of the applicant.
 Adjunct instructors are paid on a per contract basis.

For further information please contact the Community College Workforce Alliance at (804) 523-2292 or email trainer@ccwa.vccs.edu.

Please submit a curriculum vitae/resume via email for preliminary review. Applicants invited for interviews will be asked to submit a completed (paper) Commonwealth of Virginia employment application, unofficial academic transcripts (official transcripts are required prior to employment), and three current letters of recommendation.