



## Montana Electrical Joint Apprenticeship and Training Committee

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2616 Bozeman Ave.  
HELENA, MT 59601

To All Interested Parties:

The Montana Electrical Joint Apprenticeship and Training Committee (ME-JATC) is currently seeking applicants for an Electrical Apprentice Instructor.

### **The duties of the instructor include but are not limited to:**

- 1) Developing lesson plans, utilize the ETA's blended learning automated homework process and teaching system, document all class test scores, homework and other classroom activities. Apprentices will be taught the approved and standardized national curriculum for five one-week sessions annually. Curriculum will be based on the year assigned to teach. This may include but is not limited to DC and AC Electrical Theory, AC Systems, Electrical Safety, Transformers, Motors, Motor Control, NEC Code Calculations, as well as a strong working knowledge of the National Electrical Code.
- 2) Organize, lead, build, and demonstrate a variety of hands-on lab applications applicable to the curriculum.
- 3) Developing curriculum and lesson plans related to licensed electrical worker continuing education. Take note these classes are typically taught on Saturdays and may require the instructor to work up to 5 Saturdays in a year.
- 4) Must possess the professional communication skills necessary for adult education and the ability to transition technical knowledge to a level of basic comprehension.
- 5) The instructor must be able to maintain an appropriate level of classroom discipline and recognize those apprentices that need more assistance to succeed.

**Applicants must possess but not limited to a minimum of the following:**

- Must be a Montana licensed inside electrician.
- Must be an IBEW member in good standing.
- Must have a thorough understanding of apprenticeship training and the JATC educational process.
- Excellent people skills.
- The ability to meet goals and timetables.
- Strong self-management skills and ability to work independently.
- The ability to demonstrate patience in explaining difficult concepts.
- The ability to maintain composure, keep emotions in check, control anger and avoid aggressive behavior even in very difficult circumstances.
- Demonstrate ability to be a team player.
- Strong ability to organize, plan and schedule.
- Intermediate - Advanced computer knowledge (Microsoft Word, Powerpoint, Excel, Cloud based applications, etc.)
- Must demonstrate the ability to setup and operate computer tech for classroom instruction. This includes use of Smartboards, as well as audio and video equipment.
- Must exhibit ability to evaluate and make necessary changes in teaching practices in a rapidly changing technical environment.

This is a salaried position; wages are paid based upon the highest journeyman inside wireman package under the collective bargaining agreements in the State of Montana. Annual NTI attendance will be mandatory until the instructor has completed the certification process. The NTI training typically falls on the last week of July or first week of August every year. This is a full week-long training held in Michigan.

The instructor will be provided the 8<sup>th</sup> District Health, Pension and Annuity, rates based on the highest rate of the three Montana locals.

***The ME-JATC instructor is required to reside in the greater Helena area.***

Interested applicants should submit their resumes no later than June 10<sup>th</sup> 2022. Resumes may be emailed or mailed to the following.

Email: [cmcgowan@mt.net](mailto:cmcgowan@mt.net)

Mail: Montana Electrical JATC

Attn: Chris McGowan

2616 Bozeman Ave

Helena, MT 59601