

Associate Director of Job Training & Safety and Trainer

Posting Details

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Classification Title	Full Time Monthly Staff
Position Title	Associate Director of Job Training & Safety and Trainer
Posting Number	FY17/18430SF
Position Status	Full-time
FLSA	Exempt
Salary and Benefits	This position is in a Salary Grade PM6, with a minimum salary of \$68,850 per annum. The successful candidate's salary will be calculated based on education and experience within the grade range. This position is eligible for Northeast Community College's excellent full-time fringe benefits package.
Campus	Norfolk, NE
General Description	The purpose of this position is to assist the director in managing, developing, and directing the Job Training and Safety Program, which serves the Nebraska Rural Electric Association, the League of Nebraska Municipalities, the Nebraska Municipal Power Pool, and other entities. Responsibilities include but aren't limited to the following: Assist in supervising and evaluating the job training and safety instructors; Assist with specialized trainings; Conduct safety meetings when the need arises; Stand in when the director is not available; Stay up-to-date on industry compliance and regulations, best practices, and emerging technologies related to line work and safety; Assist in keeping the NREA Statewide Safety Manual updated; Assist with Accident Investigations and the coordination of mutual aid for emergencies/storms. (24/7); Coordinate, plan, and manage the Bi-Annual Power and Equipment Show; Serve as a co-consultant to the on-campus Utility Line Program; Work with Federated Rural Electric Insurance Exchange; Assist in the development of the JT&S Program budget. The associate director is responsible for assisting with developing a positive work environment, fostering effective institutional communication, and maintaining a climate that supports creativity and innovation.
Qualifications: Education	A bachelor's degree in a related field or an associates degree in a related field with 3 to 5 years' work experience.
Qualification:Experience	Over 3 years up to and including 5 years experience required.
Qualification:Skills	
Special Instructions to Applicants	This position will remain open until filled. Priority will be given to applicants who apply by May 3, 2024.
Open Date	04/19/2024
Close Date	
Open Until Filled	No

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. Do you have a bachelor's degree in a related field or an associate's degree in a related field with 3 to 5 years' work experience?

(Open Ended Question)

2. Do you have over three years up to and including five years experience related to this position?

(Open Ended Question)

3. How did you hear about this position?

(Open Ended Question)

4. Were you referred by a current employee at Northeast? If yes, what is their name?

(Open Ended Question)

Applicant Documents

Required Documents

1. Resume
2. Cover Letter
3. Unofficial Transcripts

Optional Documents

None