

Vacancy Notice

OCMBOCES



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Notice of vacancy within the Onondaga-Cortland-Madison BOCES

Position: *Instructor – Impaired Driving (part-time)*

Division: Adult Continuing Education

Location: Main Campus, 110 Elwood Davis Rd, Liverpool, NY

Duties: Provide effective classroom instruction using methods and materials appropriate to the subject matter. Prepare and grade all class assignments and examinations. Advise, assist and evaluate students. Keep accurate and timely student records as required. Communicate with excellent written and oral skills.

Qualifications:

Required: Have earned, at a minimum, a high school diploma or GED. Demonstrate at least 72 hours of verifiable experience counseling, teaching or providing structured training/counseling in a group setting. This experience must have occurred in the five years prior to application and may be cumulative. The Instructor applicant must document that actual work experience and the number of relevant hours that comprise the minimum 72 hours of experience, and not simply cite a job title or length of service. Any application that does not specify the number of relevant hours of experience will be denied.

Preferred: This experience can be waived for applicants who hold a degree in Education, Psychology, Counseling, Social Work or a related field, from an accredited institution of higher learning, or demonstrated professional experience in these related fields, as approved by DMV. Additional experience and/or formal education may be considered in lieu of the instructor requirements, at the discretion of the department and upon written request from the IDP course provider. *Applicant will need to complete approximately 24 hours of Prime for Life training prior to teaching IDP classes.*

Salary: \$18 - \$20/per hour depending on experience and certification.

Starting Date: On or about March 15, 2023

Closing Date: Two (2) weeks from date Notice posted

Applications will only be accepted on-line. Register and apply at:

www.olasjobs.org/central

For questions regarding this vacancy, please contact:

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