**ECA’s Green Jobs Training Center**

**ECA is looking for a seasoned HVAC instructor with expertise in residential and commercial applications. ECA will provide Teaching courses to an experienced HVAC Technician.**

**Organization Description**

The Training Center of the Energy Coordinating Agency Inc. (ECA) is the region’s premier training center for Weatherization and other programs and courses leading to careers in the energy and construction industries. ECA is one of two Weatherization Training Centers certified by the Pennsylvania Department of Labor and Industry and the first Building Performance Institute (BPI) Affiliate in Pennsylvania.

**Job Description**

The instructor is responsible for curriculum development, course modifications to remain current in a specific discipline, instruct courses related to his/her area of expertise, assess student learning and evaluating progress.

**Duties and Responsibilities**

* Assist the Director of Training with curriculum revisions.
* Assist the Director of Training to assure that curriculum is current with industry standards
* Instruct classes based on your area of expertise in HVAC.
* Assess student learning
* Evaluate student progress and recommend resources to enhance learning
* Provide technical assistance to other cities and states when required.

**Qualifications**

* Minimum qualifications: Certification and/or verifiable expertise in the discipline, teaching, 1-2 years teaching/training experience preferred but not required. ECA will train for teaching methods.
* Excellent written and oral communication skills
* Microsoft Office skills (word, excel, PowerPoint) required
* Valid driver’s license

**This is a part-time position and reports to the Director of Training and the Deputy Director of Training.** To apply, please send a resume to Ruth Brown, Human Resource Director, at ruthb@ecasys.org.