



Career Development Center

SOUTHWEST VERMONT REGIONAL TECHNICAL SCHOOL DISTRICT

Arlington • Bennington • Danel • Graftonbury • North Bennington • Manchester • Pawnee • Readsboro • Sanogate • Searsburg • Shaftsbury • Stamford • Sunderland • Woodford

Anticipated Opening **Workforce Education and Training Coordinator**

The Southwest Vermont Regional Technical School District is seeking a qualified Workforce Education and Training Coordinator.

The primary function of the Workforce Education & Training Coordinator is to design, implement, and administer educational and employment training programs for adults to advance the mission of the SVCDC as directed by the Superintendent.

Qualifications:

1. A Master's degree
 2. Three (3) or more years of experience in workforce development/training (e.g., human resources, employee training and development, career technical education or counseling, management of a post-secondary continuing education program)
 3. Principles of adult learning and knowledge of local, regional, state, and federal resources for adult learners.
 4. The ability to conduct workforce and community needs assessments (e.g., identify individual training needs for personal and/or professional growth, identify community needs
- Reports to Superintendent
 - Non-Union/Off Contract
 - School Year (188 days + additional as needed)

Send letter of interest, resume, three letters of reference and unofficial transcripts to:

Human Resources/SVCDC
321 Park Street
Bennington, VT 05201
hr@svcdc.org

Application Deadline: October 16, 2018 Visit www.svcdc.org "Employment Opportunities" for more information and job functions.

We are an equal opportunity employer. The SVCDC does not discriminate on the basis of race, color, national origin, creed, marital status, sex, disability, age, gender identity, sexual orientation or other protected classes in its programs, activities and employment.

Licensing information can be found at: <http://education.vermont.gov>