



**Job Posting:
Southwest Vermont Regional Technical School District
Work-Based Learning Coordinator
May 1, 2024**

The Southwest Vermont Regional Technical School District (Southwest Tech) is seeking a Work-Based Learning Coordinator to establish and organize experiential learning opportunities between industry, other community employers, and secondary institutions to reinforce students' programs of study, career interest and goals.

- General Overview of Responsibilities:
 - Building and maintaining relationships with businesses, organizations, and community partners to create work-based learning opportunities for students
 - Designing and implementing work-based learning programs that align with educational goals and meet the needs of both students and employers
 - Providing guidance and support to students throughout the work-based learning experience, including assistance with resume writing, interview preparation and career exploration
 - Collaborating with employers to identify potential opportunities, match students with appropriate placements and ensure a positive experience for both parties
 - Tracking students' progress during their work-based learning placements, gathering feedback from both students and employers and making adjustments to improve the program as needed
 - Ensure that work-based learning programs comply with relevant laws, regulations and industry standards and maintain accurate records of student participation and outcomes
 - Promoting the benefits of work-based learning to stakeholders, including students, parents, educators, employers and policymakers, and advocating for resources and support to expand opportunities in this area
- Minimum Requirements:
 - Bachelor's degree in education or related field
 - Ability to obtain Vermont Educator License (5440-60 CTE WBL Coordinator Teaching)
 - Five (5) or more years of experience in career technical education or teaching or workforce development/training

How to Apply:

Interested candidates should apply at <http://www.SchoolSpring.com> OR submit a letter of interest, resume, three professional references and copies of current educational licenses or certifications to:

Human Resources
Attn: Work-Based Learning Coordinator Position
Southwest Vermont Regional Technical School District
321 Park Street
Bennington, VT 05201
802-447-0220
Fax 802-442-1745
Email: HR@swtech.org

Southwest Tech is an equal-opportunity employer and is committed to diversity in the workplace. We encourage all qualified individuals to apply.

Application deadline: TBD

*Note: This job posting is intended to convey information essential to understanding the scope of the position and is not an exhaustive list of skills, duties, responsibilities or working conditions associated with it.