



## ***Instructor – Healthcare Skills Training program***

**JVS Boston** is one of the largest workforce development agencies in New England, changing people's lives and strengthening our communities. We are looking for a qualified Instructor for our Healthcare Skills Training program (full-time position) in our main office in Boston, MA.

**Position Summary:** Under the direction of the Senior Manager, Healthcare Skills Training, the Instructor:

- Develops and modifies contextualized curriculum and daily lesson plans for academic and/or job skill training programs
- Delivers training to participants, evaluates progress and skill attainment of individual participants on a scheduled basis
- Tracks outcomes, creates documents for submission to the Program Manager, funders or evaluators, and employers, as well as, attends team meetings
- Develops and adjusts daily as needed, pharmacy curriculum, lesson plans and teaching materials that lead students to the goal of passing the national certification exam

### **Minimum Qualifications and Experience:**

- BS in Education or related field is required
- 2-3 years of workplace or related training/teaching experience
- Knowledge of adult learning theory
- Ability to deal tactfully and effectively with a diverse group of clients at all levels of the organization
- Presentation and facilitation skills
- Strong Microsoft Office Suite skills
- Strong written and oral communication skills
- Interpersonal, communication and organizational skills
- Ability to work as part of a team as well as independently

**Working Conditions:** Regular local travel, evening hours and some weekend availability required.

To learn more about Benefits and to apply for the position, please visit JVS [JVS Careers](#) . Please send an email to [resumes@jvs-boston.org](mailto:resumes@jvs-boston.org) in case you have any questions.

Thanks and regards,  
-JVS Human Resources Team!