



**Job Title:** Manufacturing Instructor  
**Office:** Hybrid. In-person locations include: 5250 W. Chicago Ave. (MR Program Office), 3411 W. Diversey Ave. (MR Main Office) and various locations around Chicago as training partnerships permit.  
**Type:** Full-time, \$70,000 - \$72,000 plus benefits  
**Start:** ASAP  
**Application:** Send resume to Rose Mojica, [rmojica@mfgren.org](mailto:rmojica@mfgren.org)

**ORGANIZATION:** Founded in 1982, [Manufacturing Renaissance](#) (MR) a 501c(3) that advances inclusive sustainable development anchored in manufacturing. MR operates through two program areas: 1) Career Pathway Services: expose, inspire and prepare young people to pursue and persist in manufacturing career pathways; 2) Manufacturing Ecosystem Services: expand the coalitions, technical assistance supports and policies that support manufacturing-related programs that advance scalable, sustainable development.

**POSITION DESCRIPTION:** For the right candidate, this position will serve dual-yet-related roles. At minimum MR needs an effective *Manufacturing Instructor* who can inspire and prepare the next generation of talent in manufacturing by providing **technical instruction for youth and young adults** (ages 17-29) aligned with industry standards through the National Institute for Metalworking Skills (NIMS). The ideal candidate will also provide **on-the-job training consultation** in partnership with NIMS on a project basis to employers ready to modernize their on-the-job training practices. This role is a full-time position in MR's Career Pathway Services Department.

1. **Youth Technical Instruction:** The *Manufacturing Instructor* collaborates with program staff to provide high-quality work-readiness training and job placement for cohorts for youth ages 17-29 who are interested in launching their careers in the manufacturing sector. The *Manufacturing Instructor* provides ongoing improvements as needed to the curriculum, provides technical training instruction to these cohorts (either in person or virtually) and documents their participation and progress towards earning a NIMS credential. Specifically, essential duties and responsibilities include:
  - A. **Facilitate and contribute to the updating of the training curriculums provided**, which are designed for youth to develop the knowledge and skills needed to attain the nationally recognized [NIMS Measurement, Materials and Safety Credential](#) and understand the employment expectations of the manufacturing sector.
  - B. **Gather training content** for interviews with a variety of roles within manufacturing companies.
  - C. **Reinforce** sound safety practices in all environments used for training.
  - D. **Document** training activities, results, individualized services, and instruction of curriculum.
  - E. **Assist** in other MR programming and recruitment efforts as assigned.



2. **On-the-Job Training (OJT) Consultant:** The *Manufacturing Instructor* will assist manufacturing employers with enhancing their internal training programs via the [Smart Solutions](#). This will include analyzing existing operations to discover areas for improvement; developing performance standards, formalizing assessments based on workplace activities; writing evaluation procedures, defining trainer instructions; and training employers how to execute OJT in the natural flow of production. Essential duties and responsibilities include:
  - A. Use the NIMS Smart Solutions framework to develop customer on-the-job training materials.
  - B. Manage employer relationships and projects.

#### **QUALIFICATIONS:**

- Must be able to pass appropriate background check and comply with Illinois Mandated Report laws.
- Ability to facilitate working sessions with a wide range of business and industry professionals.
- Must be able to perform administrative and communication duties during working sessions.
- Strong interest and commitment to working with youth and young adults from predominantly low-income communities.
- Ability to work independently and effectively as part of a team.
- Ability to adapt quickly to challenges and changing environments, while demonstrating a high-level of initiative and professionalism.
- Able to demonstrate effective time management and administrative skills.
- Must have a positive, “can-do” attitude and pro-active approach to solving problems, engaging, and resolving inevitable tensions that arise in the work to develop partnerships and collaborations.
- Must have excellent computer/internet literacy skills: proficient in using all Microsoft Office applications and web applications associated with Google.

#### **EDUCATION AND/OR EXPERIENCE:**

- 5 years of full-time manufacturing experience required.
- 5 years in a training or education role highly preferred.
- Experience teaching youth and working in communities of color highly preferred.
- A minimum of 2 NIMS credentials highly preferred.