Employment Opportunity

Position: Driver Trainer

Location: Kenora and Dryden Campus

Start Date: As soon as possible

Deadline: Ongoing until filled

Duration: Full-tme, Permanent

Wage: $32.36-$39.56 per hour based on a 35 hour work week, vacation leave, competitive benefits package and registered pension plan included

How to apply: Please send a cover letter, resume, and three employment-related references (one of which must be from a current/recent supervisor) via one of the following: **Email is preferred.**

Email:
Attn: Human Resources Department
human.resources@7generations.org

Fax:
Attn: Personnel Committee
(807) 274-8761

Mail:
Attn: Personnel Committee
Seven Generations Education Institute
1452 Idylwild Drive, PO Box 297
Fort Frances, ON, P9A 3M6

Please direct any questions regarding this opportunity to Aimee Beazley, Director of Training at aimeeb@7generations.org.

We would like to thank everyone for their application, but only those individuals selected for an interview will be contacted. Accommodation in the recruitment process is available upon request by contacting Human Resources.

Applicants who are members of one of the ten governing communities of SGEI are asked to identify this in their application.

Driver Trainer

Job Description

General description

The Driving Instructor must always have excellent communication skills with the students. The instructor will meet the needs of the students, while meeting the targets of the driving school. The instructor must prepare our students for their driver's test.

The instructor will be responsible for planning and delivering lesson plans that promote theory class timings and applied driving skills. Our learning environment will be equipped with a virtual reality simulator and serviced trailer.

Qualifications and skills requirements

1. High School Diploma or equivalent
2. Valid driver's license for the level at which you will be teaching
3. Valid driver's Instructors license with more than four (4) years certification, preferred
4. We will provide training and instruction to become a certified driving instructor
5. Proven experience as a driving instructor
6. Pass the terminal check at the Drive Test Centre to ensure you meet the licensing requirements
7. Clear driving record
8. Clear criminal record
9. Must be 21 years of age or older
10. Excellent verbal and written communication
11. Ability to remain calm under pressure
12. Ability to work evenings and weekends

Supervisor: Director of Training

Job duties/responsibilities

1. Instruct individuals on safe, proper motor vehicle driving skills and traffic regulations
2. Demonstrate and explain the handling and mechanical operation of a motor vehicle
3. Preparing lessons plans that are tailored to the students needs
4. Providing instruction on the parts and functions of a vehicle and on-road regulations
5. Teaching practical skills related to all aspects of driving
6. Helping students to develop confidence when they are driving
7. Gaining control of the vehicle during an emergency situation(s)
8. Calming students when they are in distress
9. Documenting and reporting on student progress
10. Informing students when they are ready to take the driver's test
11. Reporting all accidents to the Supervisor of the driving school

12.Required to attend professional development training sessions

Relationships

Internal

1. Deals with all staff and students

External

1. Deals with numerous telephone enquiries and questions from students and staff

Working conditions

1. Interacts with the public at large
2. Sitting for long periods of time
3. Repetitive work
4. Indoors under good conditions
5. Friendly congenial atmosphere
6. Demanding but not overly stressful
7. Occasional travel may be required