



HEALTH AND SAFETY TRAINER

For over 30 years, the Northern Manhattan Coalition for Immigrant Rights (NMCIR) has been providing high quality, trustworthy immigration-related legal services to the immigrant community. NMCIR is a non-profit organization founded in 1982 to educate, defend and protect the rights of immigrants, through direct services, civic engagement, community organizing and advocacy. NMCIR is committed to providing the immigrant community of Northern Manhattan and the Bronx with legal immigration services, including assistance with citizenship, residency, and family-based petitions, in addition to advocating around detention and deportation. We are searching for someone who has the drive, patience and cultural sensitivity to provide our clients and paralegals with high quality customer service.

Position Description

The Health and Safety trainer will be responsible for the planning and executing of Health and Safety training for day laborers and immigrant construction workers. The trainer must be an OSHA Authorized trainer for the Construction Industry and have the ability to understand and to make one's self-understood to Spanish speaking individuals.

JOB TYPE

Full-time or Part-Time

KEY RESPONSIBILITIES

- Execute and coordinate OSHA health and safety trainings for the construction industry
- Develop training that are based on original and/or existing models
- Work collaboratively with other Health and Safety trainers and Training Coordinator, and with member leaders in the development and execution of training
- Assess training needs and develop strategic implementation and development plans accordingly
- Provide thorough evaluation of training program, curriculum and facilitation
- In collaboration with program staff, coordinate outreach and registration for trainings
- In collaboration with administrative staff, coordinate logistics and ensure all space, materials and other goods needed for trainings are provided and set-up/taken-down in a timely manner
- Maintain excellent attendance and training records
- Support organizational activities, when required



QUALIFICATIONS

- Must be OSHA Authorized trainer for the Construction Industry
- Flexible schedule - trainings are generally scheduled in the evenings and sometimes weekends
- Ability to work and collaborate with a predominantly Spanish-speaking community
- Bilingual in Spanish and English preferred
- Knowledge of administrative and organizational skills necessary to carry out job description responsibilities
- Past trainer experience preferred
- Strong commitment to immigrant and/or labor movement
- Ability and flexibility to adapt to collaborative, fast paced working environment
- Strong Interpersonal skills

LEVEL OF LANGUAGE PROFICIENCY

Spanish and English

PROFESSIONAL LEVEL

None specified

MINIMUM EDUCATION REQUIRED

No requirement

HOW TO APPLY

Please submit the following documents to team@nmcir.org with the subject line: Health and Safety Trainer

- Cover letter
- Resume

Application review will begin immediately and continue until the position is filled. We are looking for someone to begin as soon as possible.