



**CDL TRAINER**  
**Full-Time, Contract Position**

Eastern Gateway Community College invites applications for a term contract instructor for the CDL program. This position will work under the direct and indirect supervision of the Director of Workforce & Community Outreach and the CDL Training Manager. This position will be based at our Youngstown, Ohio, campus and may require occasional travel to our Steubenville campus.

The CDL Trainer provides instructional services, maintains a safe working area and conditions, and prepares and assists students in earning their CDL A or B with appropriate endorsements. Training includes CDL Class-A or Class-B permit test preparation, pre-trip skills test preparation, basic controls skills test preparation, and road/driving skills test preparation.

**ESSENTIAL DUTIES & RESPONSIBILITIES:**

- Provide in-classroom (or online/synchronous) instruction to students using curriculum approved for EGCC Truck Driving School by the Ohio Department of Public Safety.
- Review lesson plans and prepare class instruction materials.
- Grade and electronically record student assignments.
- Actively promote student retention and support externship activities as applicable.
- Assist with development of course outcomes and curriculum which are consistent with Academic Affairs, department, and program goals.
- Convey course outcomes and expectations to students according to college policy.
- Maintain professional development in the field of concentration as demonstrated by activity in professional associations or consultative practice; participation in seminars, workshop, and formal coursework, and individual reading and research.
- Perform other related work as required.

**EDUCATION & EXPERIENCE:**

- Valid Commercial Driver's License (CDL Class-A).
- Must possess at least a High School Diploma or GED.
- Ohio Department of Public Safety Class-A Instructor Training License or must be willing and able to attain within 6 months of hire.
- 2 - 3 years teaching experience in the CDL field or subject area.
- 3 years of truck driving experience within the last 5 years.
- Clean MVR and FBI/BCI background checks.
- Must have current DOT medical card and ability to pass DOT drug test upon hire and on an ongoing basis.
- Current license, certification or other credentials as required by local, state and/or federal laws to work in the field.

## **SKILLS & ABILITIES:**

- Knowledge of procedures for and ability to execute pre-trip inspection, air-brake test and CDL driving essentials such as straight line backing, 90-degree ally docking, and parallel parking sight side and blind side.
- Ability to instruct shifting patterns.
- Knowing of and demonstrated ability to maintain vehicles and equipment.
- Knowledge of FMCSA and State of Ohio PUCO Regulations.
- Knowledge of safe working conditions.
- Must possess excellent teaching skills.
- Ability to interact effectively with students in the classroom and as an academic advisor.
- Knowledge of curriculum, assessment and course and program development.
- Experience using instructional technology and MS Office.
- Ability to use a variety of instructional strategies to support and motivate students.
- Excellent communication and technology skills including usage of email and student information systems.
- Confidentiality, positive attitude, and a caring attitude towards students.
- Organizational, record keeping, and interpersonal skills required.
- Must behave in accordance with Eastern Gateway Community College and Academic Affairs mission, goals, and values.

Resumes and unofficial transcripts, along with the names, addresses and telephone numbers of at least three professional references, should be sent to:

Human Resources  
careers@egcc.edu

Internal applicants should include an employee ID number in their letter of intent.

Applications will be accepted until this position is filled.

Eastern Gateway Community College does not discriminate on the basis of race, color, religion, ancestry, national origin, sex, age, disability, veteran status, military status, gender identity or expression, genetic information or sexual orientation. The College will promote equal opportunities to all employees, applicants for employment, students and student applicants for admission to the College through a positive and continuing affirmative action program. Eastern Gateway Community College will fully comply with all federal, state and local laws and regulations to guarantee equal opportunities. All contractors of this College will comply with existing federal and state regulations concerning equal employment opportunities and affirmative action. Eastern Gateway Community College is an equal opportunity institution.