



MEMORANDUM

Roofing Instructor Recruitment Notice

January 12, 2017

FR: John Upshaw

TO: All IRCC Training Program Subscribers

This is to inform you that the *IRCC Unilateral Training Committee* is currently looking for qualified instructors for part-time positions in its California Roofer University (CRU) Program for Journeymen and its Roofer Apprenticeship Training Program. We encourage you to post the attached notice on your shop bulletin board to alert any of your experienced roofers (Spanish speaking preferred) of an opportunity earn some extra-income teaching classes in the evening, or possibly weekend assignments, to apprentices and in some instances journeymen participants in the CRU. Contractor's also, who feel they might enjoy teaching are also encouraged to consider becoming involved in the process.

For certain specific training, the IRCC will fund special "train-the-trainer" certification workshops in materials and safety that will be required for qualifying instructors. **Current pay for both programs ranges between \$35 and \$45 an hour with included prep time;** and reimbursements for class related expenses (mock-ups—materials) and special travel –time (not included for normal class commute) Workers-comp for instructors is provided for instructors while teaching or conducting hands-on lab exercises. Payroll is through the IRCC payroll service provider.

Please note: Prospective instructors are required to sign a non-solicitation letter before they can teach and a standard engagement agreement which outlines the terms of service, etc. The non-solicitation agreement refers to the strict prohibition of using the IRCC's classroom venues as a recruitment vehicle for companies they may be associated with when not training.

URGENCY: It is critical that the IRCC broaden it's cadre of qualified and committed instructors, and that contractors realize there is no better resource or availability than existing member companies who are committed to a continuing resource for new instructors who have evolved through the current system. This is a joint effort for maintaining high standards. And it is particularly crucial in the era of greater emphasis on a "skilled and trained workforce.

Please Post the Attached Notice:

1408 WEST MAIN - SUITE D RIPON CA 95366

(925) 658-4870 FAX (866) 830-2245 EMAIL: ROOFPRO@IRCC.ORG



NEEDED



NOW !

Apprenticeship and Continuing Education Instructors Needed For IRCC Training Program

Part-Time Instructors:

Starting Hourly Rate: \$35 to \$45 per Hour (Class and Prep-Time)

Put your experience and knowledge to work as a part-time apprenticeship and /or journeyman continuing education instructor. Help prepare fresh apprentices for a career in roofing, and make extra money: Assignments will be available for lead instructors, substitutes, or special classes.

For classes requiring "certified trainer certificates" in material applications , the IRCC will provide additional Train The Trainer courses. Some instructor training will be required during the first two-years of service and will be provided through the IRCC.

MINIMUM INSTRUCTOR REQUIREMENTS: A high school diploma; and six years of occupational experience in the roofing trade, including at least four years at the journeyman level; and sixty clock hours or four semester units in materials, methods, and evaluation of instruction. This requirement may be satisfied concurrently during the first year of employment as an apprenticeship instructor.

Preferred Skills (not mandatory): Bi-lingual (Spanish Speaking); an A.A. degree; some trainer experience; basic computer skills.

The IRCC is an equal opportunity employer. Please call Julie Coffee at 209-253-4004 or send email with employer's name and personal qualifications to: instructorapp@ircc.org.