

Position Notice

Specialist, Hazardous Material Training Program
Institute of Labor and Industrial Relations, University of Illinois at Urbana-Champaign

Position

Specialist for the Institute's Hazardous Material Training Program Office, an Academic Professional, part time, 12-month appointment

Duties

The position has primary responsibility for: developing & delivering training programs, sustaining current client contracts, maintaining/increasing participant numbers in open enrollment programs and contract programs, attaining projected attendance projections for supporting grants, and participating in various local & state committees (safety and emergency planning). The specialist works as a team member with the Coordinator, Instructors and the Program Secretary to assess needs, determine program priorities, develop, deliver and evaluate programs.

Qualifications

Bachelors degree with substantial professional experience in Hazardous Materials and Safety or a closely related academic discipline. Experience developing and delivering educational programs. Evidence of strong interpersonal skills and teamwork. Strong written and verbal communications skills. Ability to work some flexible hours and be self directing. Experience in developing, managing and conducting grant funded applied educational projects in a related subject matter; demonstrated ability to build and maintain diverse networks and informal and formal teaching experience are preferred. Ability to interact with Clients and outreach to new clients throughout the state

Desired Training Certifications

Extensive training certifications related to the Hazardous Material field.
State of Illinois certified Hazardous Materials Operations,
State of Illinois certified Hazardous Materials Technician,
State of Illinois certified Hazardous Materials Specialist,
State of Illinois certified Hazardous Materials Branch Officer,
State of Illinois certified Rope Rescue I, II & III,
State of Illinois certified Trench and Confined Space Rescue, and
State of Illinois certified Instructor I & II.
IEMA Certified Hazardous Materials Awareness Instructor

Salary will be commensurate with experience.

Starting Date

As soon as possible after closing date

How to Apply

For full consideration, please create your candidate profile at <http://jobs.illinois.edu> and upload a letter of application and resume by October 23, 2009. Please send three references to:

Symantha Ayt, Coordinator
Hazardous Materials Program
saydt@illinois.edu

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