

JOB TITLE:	Instructor / Facilitator IA	JOB LOCATION:	Camp Douglas, WI
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Experience, Knowledge, Skills and Abilities Required:

- Desired AA/AS or BA/BS in the area of expertise
- Possess a minimum of three (3) years' experience in the facilitation of instructional courses, training programs, workshops, and seminars.
- Trained and experienced in instructional Systems Development (ISD)
- Excellent interpersonal skills and the ability to stay organized even while performing a wide variety of tasks
- Must be able to prioritize, assign, categorize, and track training course events
- Fluency in the English Language
- Excellent oral and written communications skills and the ability to learn quickly, train course instructors and work with Instructional Systems Development professionals
- Proven ability to instruct in both one on one and classroom settings
- Possess experience teaching and developing lesson plans that utilize Demonstration-Performance, informal lecture and guided discussion method
- SECRET Clearance

POSITION RESPONSIBILITIES:

- Ability to train and work with other course instructor professionals
- Comply with all ARNG, State, DoD, and Federal training requirements and compliances in the Recruiting and Retention Battalion (RRB)
- Change Syllabus, Lesson Plan (LP), Program of Instruction (POI) as needed due to class modifications or material / equipment updates
- Provide status updates (weekly monthly etc.)summary to superiors
- Prepare and provide a variety of recurring training reports, correspondence, and other documents as necessary for the service
- Travel requirement, average one weekend per month within the state of New York
- Possess basic computer skills to include Microsoft office



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JOB TITLE:	Instructor / Facilitator IIA	JOB LOCATION:	Camp Douglas, WI
SALARY/BENEFITS:			
Salary is based on experience and qualifications. We offer a competitive compensation and benefits package that includes health, dental, life insurance, direct deposit and more.			
JLMI is an equal employment opportunity employer EOE/M/F/D/V			
CONTACT INFORMATION:			
Please Submit Resumes to Recruiting@JLMIVA.COM ; POC: Janet Castrinos; Phone: (804)733-0933; Fax: (804)733-0935. If you wish to learn more about JLMI, visit our website at (www.jlmiva.com).			