

TRICOR BUILDING TRADES CRAFT INSTRUCTOR MARK LUTTRELL TRANSITION CENTER

Salary: \$38,967- \$59,827 Annually

Job Class: Executive

Location: Memphis, TN



Position Location:

Mark Luttrell Transition Center
6000 State Road
Memphis, Tennessee 38134

To apply send resume/application
and salary requirements via email to:

TRICOR.HumanResources@tn.gov

Or by mail to:

TRICOR
6185 Cockrill Bend Circle
Nashville, TN 37209

For more information contact:
Nikki Turner
615.741.1779



*All State of Tennessee facilities
are smoke free environments.
The State of Tennessee is an
equal opportunity, equal access,
affirmative action employer.*

Job Description:

TRICOR is seeking a craft instructor for our Building Trades Program. Experienced carpenters, electricians and homebuilders are encouraged to apply. TRICOR Building Trades Craft Instructors use curriculum materials that meet the requirements for National Center for Construction Education and Research (NCCER) credentials and provide practical skills training to participants. Instructors are responsible for keeping detailed records of student progress, accurate course hour completion rates and practical skills mastery. Instructors are also responsible for proctoring NCCER Credential testing and supporting the overall mission of TRICOR.

Primary Responsibilities:

- Utilize the provided curriculum to instruct up to 20 participants per session.
- Model, support and oversee practical skills training.
- Adhere to established safety protocols for tool inventory and management.
- Administer NCCER testing to insure the integrity of the credentialing process.
- Cross train with the Offender Programs Team to provide assistance with programmatic offerings when needed.
- Attend required training sponsored by TDOC, TRICOR and NCCER Master Instructors.
- Maintain trade certification in field of expertise.
- Other duties as assigned.

Education, Experience & Abilities:

- High School diploma; Associates degree or higher preferred
- Minimum journey or technician level in their area of expertise OR Minimum of three years experience as a certified teacher in a vocational/technical construction or maintenance-related training program
- Able to work within TDOC facilities and with offenders.
- Must be able to pass a background check and drug screen.

Preferred Certifications:

- NCCER Instructor Training
- NCCER Master Trainer

Key Competencies:

Facilitation Skills, Directing Others, Time Management, Critical Thinking, Decision Making, Process Management, Team Oriented, Detail Oriented, Results Oriented, Customer Focus, Verbal/Written Communication, Presentation Skills, Problem Solving and Active Listening.

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State of Tennessee Benefits

Health Insurance	401K & Retirement Pension Plans
Dental Insurance	Textbook Reimbursement
Vision Insurance	Continuing Education Discounts
Incentive Plan (subject to plan criteria)	Employee Learning & Development
Flexible Spending Accounts	Life Insurance

For more information regarding health options you may visit:

<http://www.partnersforhealthtn.gov/>

For State of Tennessee pension plan:

<http://treasury.tn.gov/tcrs/PDFs/hybridplan.pdf>

For Deferred Compensation – 401K:

<http://treasury.tn.gov/dc/>

TRICOR exists to provide occupational and life skills training for Tennessee’s incarcerated population through job training, program opportunities, and transitional services designed to assist Offenders with a successful reintegration into society. TRICOR operates multiple businesses ranging from data entry and printing to agriculture and manufacturing. TRICOR offers Tennessee’s state, county and local government’s quality goods and services and competitive pricing.

TRICOR transforms lives on a daily basis.

TRICOR designs programs to make an impact on the lives of offenders and prepare them for success after release.



TRICOR is committed to continuous performance improvement, which enhances the impact it has on the offender workforce by making them a critical part of a team driven by internationally-recognized high performance standards. To accomplish this, TRICOR uses the Malcolm Baldrige Framework and participates in the Tennessee Center of Performance Excellence (TNCPE) process. TNCPE, a non-profit organization dedicated to making Tennessee a better place to live and work through use of the national Baldrige Excellence Framework, has provided TRICOR with the tools and development necessary to move our organization toward best in class status. Our involvement has not only strengthened our business and program operations, but is providing our offender workforce the opportunity to work and develop their skills in an environment, which prepares them to achieve self-sufficiency once released from prison.