



**UNBOXED TRAINING SOLUTIONS, LLC
CONTRACT TRAINER - YOUTH DEVELOPMENT**

Salary Grade/Level Negotiable depending on education and experience, and contract.
Date 09/24/2019

**This is a contract (1099) consultant position. Responsibilities are by project/contract, and benefits are not included. Consultants are responsible for paying applicable taxes related to all contracted work. There are no guaranteed hours or compensation – only as projects are requested.*

CONTRACT DESCRIPTION

Summary/Objective

The Contract Trainer – Youth Development is responsible for delivering quality learning and training programs to clients and vendors, fostering relationships with clients, and continually improving programming to ensure client/participant success.

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Identify training needs by evaluating strengths and weaknesses.
2. Translate requirements into trainings that will groom participants for the next step of their personal or career path.
3. Build annual training program and prepare teaching plans.
4. Work with Unboxed Staff to ensure the production of classroom handouts, instructional materials, aids and manuals.
5. Direct structured learning experiences and monitor their quality results.
6. Deliver training courses.
7. Assess training effectiveness to ensure incorporation of taught skills and techniques into participant behavior, knowledge and skills.
8. Periodically evaluate ongoing programs to ensure that they reflect any changes
9. Stay abreast of the new trends and tools in the training industry.

Competencies

Leadership; Strategic Thinking; Problem Solving/Analysis; Decision Making; Results Driven; and Communication Proficiency.

Work Environment

This contract operates in a professional office environment. This role routinely uses standard office

equipment such as computers, phones, projectors, and audio-visual equipment needed to execute training deliverables.

Physical Demands

While performing the duties of this contract, the contractor is regularly required to talk and listen. The contractor frequently is required to stand; walk; use hands to finger, handle or feel, reach with hands and arms, and lift and/or pull up to 50 pounds.

Position Type/Expected Hours of Work

This is a contracted position. Contractor is not required to adhere to work hours, other than those outlined in the specific project/contract.

Travel

Extensive travel may include overnight and out-of-state trips.

Required Education and Experience

Bachelor's Degree required. 3-5 years of related experience working with youth and young adults ages 13-22. Teaching or training experience required.

Preferred Education and Experience

Master's Degree preferred. 5-10 years of related industry experience.

Additional Eligibility Qualifications

Experience in competency-based training is strongly desired, but not required. Additional unpaid training may be required for candidates who are not proficient in competency-based training.

AAP/EEO Statement

Unboxed Training Solutions prohibits discrimination and harassment of any type and affords equal opportunities to consultants without regard to race, color, religion, sex, national origin, disability status, sexual orientation, protected veteran status, or any other characteristic protected by law. Unboxed Training Solutions conforms to the spirit as well as to the letter of all applicable laws and regulations.

Interested Consultants:

Please forward a resume and/or curriculum vitae to Jack Hedrick, President, Unboxed Training Solutions, at jack@unboxedok.com.