



## Senior Instructor, Driver Development – CALGARY, AB

The Alberta Motor Transport Association (AMTA) is a not-for-profit organization representing all sectors of the highway transportation industry. We take a leadership role in enhancing workplace safety and fostering a healthy, vibrant industry. We are a proactive, dynamic association that is responsive to the needs of our members.

The Senior Instructor for Driver Development is a program leader within the Injury Reduction and Training department responsible for specialized driver development training and program oversight. While not accountable for direct management of Instructors, the Senior Instructor is an instructor, mentor, and coach, tasked with training and overseeing instructors certified in the courses that fall within the Driver Development Program of the AMTA.

### Primary Role Responsibilities

- Promote the AMTA’s training initiatives where appropriate and as required.
- Assist in the coordination of contract and employee instructors as required.
- Audit instructors to ensure compliance with course quality and consistency goals are being met.
- Mentor and coach instructors with the goal of continuous improvement in course delivery.
- Assist in the development of new training as required.
- Ensure, through implementation of control measures, the security and confidentiality of records as required.
- Develop and maintain subject matter expertise in the realm of professional driver development and adult education.
- Instruct course materials as required.
- Regular progress and activity reporting to the IRT Director.

### Additional Role Responsibilities

- Responsible for providing operational support to the sales and utilization of the AMTA commercial truck-driving simulators.
- Coordinate preventative maintenance relating to the AMTA driving simulators.
- Provide support for the AMTA’s online learning management system.
- Provide support for classroom set-up and tear-down as necessary.

### Qualifications and Requirements

- Certificate in Instruction or professional equivalent with preference given to licensed provincial instructors.
- Minimum of 5 years professional instruction experience in the transportation industry in Canada
- Generally proficient in the use of computers, the internet, and Microsoft Office applications such as Outlook, Word, and PowerPoint.
- Demonstrates the ability to achieve high performance goals and meet deadlines in a fast-paced environment.

We offer competitive compensation and a comprehensive benefits package.

If you are interested in joining our organization and becoming part of a strong, dynamic team, please forward your resume at [careers@amta.ca](mailto:careers@amta.ca) by Monday, December 24, 2018.

We wish to thank all candidates for their interest, only those applicants selected for an interview will be contacted.

