POSITION DESCRIPTION

Title: Lead Trainer: Building Green Futures
Reports to: Director of Trainee Development
Employment Status: Full-time, exempt
Starting Salary: $72,800

ABOUT BUILDING FUTURES

Building Futures was founded in 2007 as a construction industry partnership, focused on leveraging the Registered Apprenticeship model of workforce development. For over 100 years, unions and employers have jointly operated quality registered apprenticeships in the construction occupations to train individuals as highly skilled tradespeople. Our work spans three distinct but highly aligned areas.

For the benefit of low-income Rhode Islanders, Building Futures developed and operates a comprehensive pre-apprenticeship program to prepare diverse, low-income men and women for success in employment as registered apprentices in the building trades. In addition, we work in partnership with a wide range of stakeholders to ensure construction projects provide employment opportunities for apprentices at the appropriate level to meet future demand for skilled labor through our Apprentice Utilization Program. Our pre-apprenticeship and apprentice utilization program together provide an effective system for workforce development in Rhode Island's construction sector.

From this foundation, we have established Apprenticeship Rhode Island, an initiative to expand the use of Registered Apprenticeship beyond the construction sector. Now, we are helping develop new RA programs in multiple sectors, which include healthcare, information technology, advanced manufacturing, and marine trades, among others. Apprenticeship Rhode Island (ARI) works with employers, industry partnerships, government, and community-based organizations and others to expand the proven model of RA to benefit the state's workforce and economy and its people.

POSITION DETAILS

Under the supervision of the Director of Trainee Development, the Lead Trainer provides hands-on workforce readiness training to young adults participating in the Building Green Futures (BGF) program. Through community-based projects such as street tree planting, green infrastructure installation, nursery operations, and environmental stewardship activities, the Lead Trainer helps participants develop technical skills, workplace readiness, and the confidence needed for employment in a variety of manual labor careers through the Registered Apprenticeship system.

Working alongside trainees each day, the Lead Trainer delivers instruction, coaching, mentorship, and supervision while modeling safe work practices and professional workplace expectations. The Lead Trainer plans and leads training activities, supports participant development, and helps ensure the successful completion of community projects.

RESPONSIBILITIES

Training

- Provide daily hands-on instruction, coaching, mentorship, and supervision to Building Green Futures trainees.
- Teach workplace readiness skills including communication, teamwork, professionalism, punctuality, accountability, and problem-solving.
- Develop and deliver safety training related to tools, equipment, vehicles, and job site procedures.
- Assess participant performance and provide constructive feedback to support skill development and growth.
- Monitor participant attendance, engagement, conduct, and safety compliance.
- Maintain accurate attendance, training, and participant records.
- Communicate participant progress, challenges, and support needs to program leadership as appropriate.

Community Projects

- Lead crews in community tree planting, green infrastructure, and environmental stewardship projects.
- Teach proper techniques for site preparation, planting, mulching, watering, and landscape establishment.
- Instruct participants in the installation and maintenance of green infrastructure projects such as bioswales, rain gardens, and other stormwater management features.
- Operate vehicles, tools, and equipment required to support program activities and project implementation.
- Ensure tools and equipment are used safely and stored properly.
- Coordinate transportation of trees, plants, tools, and materials to project sites.
- Demonstrate and reinforce safe and efficient work practices in field settings.
- Establish watering and maintenance schedules for newly installed trees and landscape features.
- Monitor project outcomes and ensure work is completed according to program, safety, and quality standards.
- Track and report project activities, including planting locations, species, installation dates, and maintenance activities.

Urban Nursery Operations

- Responsible for full lifecycle plant care from propagation through planting.
- Teach plant care practices including watering, transplanting, pruning, fertilization, and plant health monitoring.
- Maintain plant inventories and labeling systems.
- Identify nursery stock and material needs for program operations.
- Maintain a clean, safe, and organized nursery environment.

- Operate nursery tools, equipment, and irrigation systems safely and effectively

Agency Wide

- Participate in agency-wide initiatives, community events, and special projects as assigned.
- Engage in professional development related to workforce development, instruction, youth engagement, environmental stewardship, and program operations.
- Perform other duties as assigned.

Qualifications

- Prior experience operating light construction or landscaping equipment, such as skid steers, trailers, or concrete saws, required.
- Prior experience in landscaping, horticulture, or plant nursery operations required.
- Ability to work outside in all types of weather, comfortable lifting and carrying weight regularly, and capable of standing, climbing, bending, and kneeling for prolonged periods of time.
- Strong commitment to working with people experiencing poverty, youth, women, and the formerly incarcerated required.
- Strong communication skills, both to demonstrate techniques to trainees and to report issues clearly.
- Ability to work independently on assigned tasks while following direction on priorities.
- Prior experience teaching, training, or instructing others in technical, trade, or landscaping skills preferred.
- Ability to break down technical tasks into clear, teachable steps for learners at varying skill levels.
- Ability to assess trainee skill competency and deliver clear, constructive feedback.
- Reliable, punctual, and able to model professional workplace norms for trainees.
- Basic computer skills for maintaining records and attendance (Excel, Word, or similar).

Note: This position serves as a role model for participants; it is anticipated that this individual will model industry workplace norms (e.g. timeliness, professionalism, etc.) and integrate this expectation into all program activities.

ADDITIONAL INFORMATION

Building Futures is located in the Valley neighborhood of Providence, RI.
Building Futures is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. People of color, women, LGBTQ+ and gender non-conforming candidates, people with disabilities, and people of other diverse backgrounds and experiences are strongly encouraged to apply.

How to Apply

Please send a resume to Evan Rosin-Pritchard at erosin-pritchard@bfri.org.