



# St. Charles School District

---

400 North 6<sup>th</sup> Street – St. Charles, MO 63301  
636-443-4003

September 17, 2024

## **NEC (National Electrical Code) Instructor**

### **Adult and Community Education**

The Adult and Community Education program of the St. Charles City School District is seeking an experienced NEC Instructor to teach evening courses. These courses are part-time in nature and offered based upon meeting student enrollment minimums.

#### **Responsibilities include, but are not limited to...**

- Plan, develop and instruct 2023 National Electrical Code courses.
- Provide learner guidance to students in a classroom environment favorable to lifelong learning and personal growth.
- Establish effective rapport with students, and motivate students to develop attitudes and knowledge needed to ensure that effective learning occurs.
- Prepare and maintain all required documentation and administrative reports.
- Maintain a secure classroom environment.

#### **Strong knowledge of...**

- The subject matter being taught.
- Adult teaching and learning principles, curriculum development, training methods, and test development, if necessary.
- Classroom management skills.

#### **Qualifications...**

- High school diploma required. Technical college degree or its equivalent is preferred in electricity or a related technical field.
- Must be a current licensed Master Electrical with an excellent knowledge of the National Electrical Code.
- Must keep current with code changes and maintain a good working relationship with building inspectors.
- Must have good math skills including algebra.
- Proven experience in teaching adult learners.
- Must have strong communication and interpersonal skills.
- Must be proficient in the use of computers with a working knowledge of all applications of Microsoft Office and Google applications.

**Terms of Employment:** Part-time as per class schedule. No benefits.

**Beginning Date:** Winter/Spring 2025

**Location:** Adult & Community Education, 2400 Zumbuhl Road, St. Charles, MO

**Salary:** \$40 per hour

**Application Process:** Interested and qualified persons should:

**Complete an online application found on our website [www.stcharlessd.org](http://www.stcharlessd.org)**

**Contact Stephanie Collins 636-443-4018 with questions.**

---

**St. Charles School District is an Equal Opportunity Employer**