

# UAW Employee Training Coordinator/ T3 Trainer

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## Resume Submittal Guidance

UAW Local 42

### Position Overview

UAW Local 42 is seeking three (3) highly motivated and dedicated bargaining unit members in good standing to serve as Employee Training Coordinators (ETCs) who will also serve as Train-The Trainer (T3) Trainers. These roles are critical to ensuring the workforce is properly trained in health and safety practices and are prepared to step in as alternates for Health and Safety Representatives when needed. ETCs and T3 Trainers play a key role in delivering and managing training programs that support a safe and knowledgeable workplace.

Available training and subject matter expertise from the local and international UAW will be utilized as appropriate. Altering schedules to assist members on various shift patterns may be necessary at times. Maintaining communication and updates to the Local Union structure as appropriate is expected. This is a locally appointed position. Any supporting documentation, credentials, and relevant experiences should be provided on the resume.

### Key Responsibilities

- Serve as alternates for UAW Health and Safety Representatives as needed
- Oversee and deliver health and safety training for hourly and salary workers
- Complete and maintain expertise in the Health and Safety Core Curriculum
- Conduct training in both classroom and shop floor environments
- Address and support resolution of health and safety issues
- Maintain accurate and organized training records
- Promote a culture of safety through education and engagement
- Serve as a trainer for additional trainers as needed.

### Qualifications

- Strong communication and teaching skills
- Ability to lead training in classroom and hands-on environments

- Strong organizational and record-keeping abilities
- Ongoing commitment to attain Knowledge of health and safety practices
- Ability to manage multiple responsibilities
- Passion for safety, training, and workforce development

## **Expectations**

UAW Local 42 leadership is committed to the health and safety of the workforce, and the necessary on-the-job competencies that begin with high-quality training. ETCs/T3 Trainers are expected to be elite trainers who are passionate, reliable, and committed to help ensure every worker has the knowledge and skills needed to work safely.