

Report To

School Director

Summary

The Instructor is responsible for the training and enhancement of skills of the individual student. He or she will follow set guidelines and training materials provided to ensure proper and consistent information and knowledge is provided. The instructor will record on a daily basis student information regarding marks and assessments.

Job Duties

- Adhere to and motivate students with the concept and values of the mission statement;
"MC College empowers future professionals for beauty and fashion industries with skills to change their lives and enjoy rewarding careers."
- Image
 - Representing the college in a professional manner to the students and clients, with a professional image and positive presentation.
- To instruct in all subjects as per the curriculum outline and school requirements.
- To facilitate student learning in set topics as per the curriculum outline and school requirements for the fashion program.
 - Provide lectures, presentation and information on set topics.
- To create own lesson plans for both theoretical and practical subjects.
 - The instructor is responsible for the course contents.
 - This includes updating visuals and reasserting current trends
- The instructor is responsible for creating and administering exams, projects and assignments
- Ensure that the classroom environment is organized and equipped with the necessary supplies for instruction.
- Attend company events, seminars, meetings and local fashion shows.
- Other duties as they may arise.
- The above requirements are for all present and future instructors working at the college.

Qualifications

- Proper education in the fashion design industry or related field from a recognized post secondary institute.
- Demonstrable ability to be a problem solver, team player, takes initiative and is self-motivated.
- Excellent verbal and written communication skills.

- Sewing skills and Pattern drafting
- Ability to make sound decisions in a timely manner.
- Ability to work independently.
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills.
- Computer literacy, including effective working skills of MS Word, Excel, Power Point and e-mail required.
- Excellent teamwork and team building skills.
- High degree of resourcefulness, flexibility, and adaptability.
- High level of critical and logical thinking, analysis, and/or reasoning to identify underlying principles, reasons, or facts.
- Strong morals and ethics, along with a commitment to privacy.
- Must be able to be depended upon to plan and organize work effectively and ensure its completion.

Working Conditions

- Interacts with students, co-workers and clients and other outside organizations.
- Manual dexterity required to use desktop computer and peripherals.
- Intermittent physical activity including walking, standing, sitting, and light lifting.