



# JOB POSTING

**Competition: #18-74A**

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## APPLICATIONS ARE INVITED FOR THE FOLLOWING REGULAR FULL- TIME POSITION

**Position:** Instructor, Advanced Driving

**Division:** Driver Education Centre, School of Public Safety

**Reporting To:** Joan Glover, Program Director

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### Justice Institute of British Columbia:

The Justice Institute of British Columbia (JIBC) is Canada's leading public safety educator – a public post-secondary educational institution that has earned a worldwide reputation for excellence and innovation. JIBC educational programs and services are delivered to government agencies, community organizations, private corporations and the general public in communities throughout the province and around the world. Each year, the JIBC's distinctive educational learning model attracts an average of 27,000 students, many of whom return as students throughout their careers.

### Job Summary:

Driver Education Centre (DEC) at Justice Institute of British Columbia invites applications for the full-time position of Advanced Driving Instructor for its Fleet Safety and Emergency Vehicle Operations advanced driver training. You will become part of a dynamic faculty team committed to delivering high quality instruction. The successful applicants will instruct advanced driver courses at the Justice Institute New Westminster and Pitt Meadows campuses.

### Primary Responsibilities:

- Deliver both theoretical and practical curriculum of Emergency Vehicle Operations, Collision Avoidance Driving, Total Control Driving, and Occupational Off-Road Driving;
- Work collaboratively with Lead Instructor and sessional faculty to deliver all advanced driver training within the pre-determined curriculum;
- Demonstrate and instruct advanced driving techniques on the road and closed circuit training area;
- Conduct individual driver assessments for private and public organizations using established criteria;
- Provide direction to students; this includes monitoring and providing feedback on their course performance and supporting students as required;
- Course preparation; ensuring training resources such as vehicles, track set-up and other equipment is available and ready to go when required.

### Qualifications:

- Experience instructing advanced driving;
- Must demonstrate advanced and precision driving skills at an expert level;
- A valid ICBC Class 5/7 Instructors License (or be willing to complete an ICBC certified instructor course if other required qualifications are met) is preferred;
- Prior experience working in emergency services and/or fleet safety;
- Knowledge of the Motor Vehicle Act and traffic law is preferred;
- A Provincial Instructor Diploma (or equivalent) would be considered an asset for this position;
- Experience driving off-road vehicles an asset.

### Other Competencies Required:

- Excellent written and oral communication, interpersonal skills, and a desire to share knowledge with others
- The ability to maintain a professional and effective working relationship with the students, clients, Sessional Instructors, Lead Instructor, and DEC staff;
- Excellent organizational and problem-solving skills with a proven ability to work independently but with the ability to apply/follow relevant program and institutional policies, procedures and guidelines;
- Demonstrated proficiency at the intermediate level in Microsoft Office applications, web browser applications and the use of mobile devices.

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**Salary Range:** \$72,417.82 - \$80,464.14 (Fair Comparison Job Level P3 – Under Review)

**Closing Date:** Open until filled

**Start Date:** ASAP

Please submit a *resume, covering letter, copies of academic and professional credentials, and names and contact information for three professional references* quoting Competition #18-74A to:

Human Resources

E-mail: [hr@jibc.ca](mailto:hr@jibc.ca)

For more information about this position, please feel free to contact:

Joan Glover  
Program Director, School of Public Safety, Driver  
Education Centre  
604-528-5784 [jglover@jibc.ca](mailto:jglover@jibc.ca)

Justice Institute of British Columbia is an equal opportunity employer and is interested in broadening the diversity of its staff. We encourage applications from visible minorities, Indigenous peoples and persons with disabilities.

