



Apollo Career Center is accepting applications for the position of:

ADULT EDUCATION DIT MANAGER/INSTRUCTOR

STARTING DATE:	July 2026
REPORTS TO:	Director of Adult Programs
SALARY RANGE:	43,500 - \$66,000, based on appropriate salary schedule, commensurate with education and experience
BENEFITS:	• medical/dental Insurance • life insurance • sick/personal leave
WORK WEEK/YEAR:	• 183-day calendar • daytime and evening hours • 4 days per week
MINIMUM QUALIFICATIONS:	• high school graduate • minimum of five years of electrical trades experience • possess, or ability to obtain, a valid Adult Workforce Education permit (Electrical Trades) • ability to instruct adult apprentices in an educational setting • ability to pass FBI/BCI background checks • willingness to work/assist with an advisory group
PREFERRED QUALIFICATIONS:	• ability to plan and develop an instructional program in the electrical content area • knowledge of motor controls, machine control systems and PLCs • knowledge of National Electrical Code guidelines
RESPONSIBILITIES:	• develop and deliver curriculum for DIT programs for adult learners • instruct afternoon/evening classes 2-4 days per week • assist in the coordination of apprenticeship programs
MATERIALS TO SUBMIT:	• application (available at: https://www.apollocareercenterhs.com/jobs-at-apollo/) • resume
APPLICATION DEADLINE:	July 17, 2026
APPLY TO:	Tara Shepherd, Director of Adult Programs Apollo Career Center 3325 Shawnee Rd. Lima, OH 45806-1454 Phone: 419-998-2960 Email: tara.shepherd@apollocc.org