

CRAWFORDSVILLE COMMUNITY SCHOOL CORPORATION

Title of Position/Location:

Construction Trades – Carpentry Instructor – Crawfordsville Adult Resource Academy (CARA)

Effective Date of Posting:

March 20, 2026

Application Instructions:

Individuals should submit a resume and completed [application](#) to Meredith Boaz, Director of Adult Education, via email (mboaz@cville.k12.in.us).

Application Deadline:

Until filled

Job Description:

Provide high-quality instruction to adult learners in general construction and carpentry skills, including hands-on and classroom-based instruction aligned with NCCER standards.
Approx. 10 hours/ week for 10- week cohorts, 3 evenings per week. (Additional hours available if desired.)

Job Requirements:

- Prepare and effectively implement instruction and assessments as assigned
- Foster a supportive and inclusive learning environment that promotes workforce readiness
- Prepare students for NCCER Certification & OSHA 10 Certification
- Record and report student attendance and performance data
- Ensure compliance with all safety procedures and proper use of tools and equipment
- Monitor and manage inventory of tools, equipment, and materials
- Effectively implement other duties as assigned by administration

Certification Requirements or Job Qualifications:

- Experience in construction trades, carpentry, or related field
- NCCER certification or ability to obtain instructor credentials (employer provided)
- OSHA 10 or OSHA 30 certification or ability to obtain credentials (employer provided)
- Strong knowledge of construction methods, tools, and safety practices
- Ability to deliver hands-on instruction to adult learners
- Strong organizational skills, including recordkeeping and documentation
- Effective communication and interpersonal skills
- Experience with adult learners and/or workforce development preferred

Position Start Date:

May, 2026

Contact Information: (Name, Address, Phone, Fax, Email)

Meredith Boaz, Director of Adult Education
2255 Phil Ward Blvd.
Crawfordsville, IN 47933
mboaz@cville.k12.in.us / (765)362-2690

Posting Requested by:

Meredith Boaz

Date:

March 18, 2026

Central Office Approval:

Dr. Brent Bokhart, Assistant Superintendent

Date:

3/19/26

