

<b>Job Title:</b>	Workshop Instructor	<b>Department:</b>	Education
<b>Location:</b>	<b>Community Homeworks</b> 810 Bryant St., Kalamazoo, Michigan	<b>Travel Required:</b>	Travel to education center, some local travel.
<b>Starting Salary Range:</b>	Volunteer, or \$100 per workshop	<b>Position Type:</b>	Volunteer, or Contractor 1099

**To apply:** E-mail a brief resume and statement of interest to [education@communityhomeworks.org](mailto:education@communityhomeworks.org)

**Subject Line:** Workshop Instructor Position

**Attention:** TiAnna Harrison, Education Manager

**Position Summary:**

**Community Homeworks** is a 501(c)(3) nonprofit organization whose mission is to empower our neighbors to maintain safe, stable, and sustainable homes for generations in Kalamazoo County. This is achieved through critical home repairs, homeowner education, and tool lending to foster self-sufficient and successful homeowners.

We are seeking knowledgeable, patient, and engaging Workshop Instructors to lead our hands-on home maintenance education workshops. Instructors will teach basic repair and maintenance skills in a supportive learning environment, empowering community members to care for their homes safely and confidently.

This is a contract-based position with some flexible scheduling—ideal for tradespeople, DIY enthusiasts, retirees, or educators with experience in home repair, construction, or maintenance.

Applicants will be subject to a background check.

**Responsibilities:**

- Teach in-person workshops on topics such as:
  - Plumbing Basics
  - Electrical Safety
  - Drywall Repair
  - Tool Use and Safety
  - Home Weatherization
  - Seasonal Home Maintenance (and more)
- Provide clear, hands-on demonstrations and guide participants through basic repairs
- Create or adapt instructional materials (with support from staff if needed)
- Maintain a welcoming, inclusive, and respectful classroom environment
- Collaborate with Education Team to schedule workshops and align curriculum
- If comfortable, host virtual workshops for online streaming

**Minimum Qualifications:**

- Practical experience in home maintenance, construction, skilled trades, or DIY projects
- Comfortable teaching and speaking in front of small groups
- Ability to explain technical concepts in a simple, supportive way
- Cooperatively answer participants' questions
- Utilize props and other provided materials for effective presentation
- Commitment to equity, inclusion, and community empowerment

**Preferred Qualifications:**

- Previous teaching, training, or mentoring experience

- Familiarity with adult education principles
- Bilingual (especially with Spanish) is a plus
- Knowledge of common safety protocols and ability to enforce them during sessions.

**Time Commitment & Pay:**

- Workshops are typically held Tuesdays and Wednesdays (1-2 hours per session)
- Flexible schedule – teach as few or as many workshops as desired
- Instructors are compensated at a rate of \$100 per workshop. Some individuals may elect to serve on a volunteer basis and decline compensation, which is optional and at the discretion of the instructor.
- All materials and tools provided by Community Homeworks

**[communityHomeworks.org](http://communityHomeworks.org)**