



CITY OF LITTLE ROCK invites applications for the position of: Part-time, Temporary Teacher (Friendly Driver Program)

An Equal Opportunity Employer

DEPARTMENT: Public Works
FULL SALARY RANGE: \$15.00 Hourly
HIRING/ENTRY SALARY:
JOB TYPE: A7 - Temporary
FLSA: Non-exempt position, eligible for overtime compensation.

OPENING DATE: 07/19/18

CLOSING DATE: 08/03/18 12:00 PM

GRADE: PTT

OPENINGS:

REQUIRED LICENSES AND/OR CERTIFICATIONS: A valid Arkansas Class D Non-Commercial Drivers License before employment and maintain licensure for the duration of employment in this position.

POSITION INFORMATION/DESCRIPTION: The City of Little Rock seeks Program Teacher to co-create and teach Little Rock's "Friendly Driver Program" based on the successful "Bike-Friendly Driver Program" in Fort Collins, CO.

For more information about the Program, please see: https://www.littlerock.gov/for-residents/bikeped-little-rock/education/friendly-driver-program/

ESSENTIAL JOB FUNCTIONS:

- Attend a SMART Cycling course before September 15, 2018 (preferably on August 11, 2018).
Participate in program development
Teach or co-teach at least five courses
Collect metrics/data to gauge program success
Assist with other Program demands

For greater clarification about the Program Teacher position, please review https://www.littlerock.gov/for-residents/bikeped-little-rock/education/friendly-driver-program/program-teacher/ prior to submitting application.

MINIMUM QUALIFICATIONS AND ADDITIONAL REQUIREMENTS:

The successful candidate will have experience in teaching and developing curriculum and will have completed a SMART Cycling course by September 15, 2018.

Preference will be given to candidates:

- with a history of volunteerism
- with a motivation to facilitate promote traffic safety
- with strong interpersonal skills
- who have taken the SMART Cycling course; who are LCI certified; or, willing/able to take the LCI Course August 31, 2018 -September 2, 2018
- who have a background in Complete Streets traffic patterns
- who have skills detailed in the Program Supervisor position:

<https://www.governmentjobs.com/careers/littlerock/jobs/2133903/program-supervisorfriendly-driver-program-part-time-temporary?keywords=part&pagetype=jobOpportunitiesJobs>

#### **ADDITIONAL REQUIREMENTS:**

Must possess a valid Arkansas Class D (Non-Commercial Vehicle) Driver's License before employment and maintain licensure for the duration of employment in this position.

Must be available to work evenings, weekends, and holidays.

Must understand the City of Little Rock's BikePed program. To learn about the BikePed program, visit <https://www.littlerock.gov/for-residents/bikeped-little-rock/>

#### **APPLICATION REQUIREMENTS:**

- On-Line Applications Required.
- Applicant's answers to supplemental questions will be used to screen for minimum qualifications electronically.
- [List of qualified applicants will be considered active for up to six \(6\) months and may be used to fill future openings with same or similar minimum qualifications.](#)
- All communication will be emailed to the address on account.
- Applicants may check application status for any position by logging into their account at [www.lrjobs.net](http://www.lrjobs.net) or contacting Human Resources at (501) 371-4590 if they are having computer difficulties.

---

APPLICATIONS MAY BE FILED

ONLINE AT:

<http://www.LRJobs.net>

Job #PTTT-07-2018

PART-TIME, TEMPORARY TEACHER  
(FRIENDLY DRIVER PROGRAM)

DM

THE CITY OF LITTLE ROCK HUMAN  
RESOURCES

500 West Markham, Suite 130W

Little Rock, AR 72201-1428

501-371-4590

[HR-Employment@littlerock.gov](mailto:HR-Employment@littlerock.gov)

---

#### **Part-time, Temporary Teacher (Friendly Driver Program) Supplemental Questionnaire**

- \* 1. Do you possess or will you be able to obtain a valid Arkansas Class D (Non-Commercial Vehicle) Driver's License before employment?

Yes    No

- \* 2. Do you have at least two (2) years of public speaking experience? (i.e. teaching, training, giving presentations)  
 Yes    No
  
- \* 3. Do you have at least one (1) year of experience developing and delivering presentations using Microsoft PowerPoint or similar software?  
 Yes    No
  
- \* 4. LCI certification is preferred, but not required. The City of Little Rock will provide one free opportunity to obtain this Certification by attending the following training: AUGUST 31-SEPTEMBER 2, 2018 LITTLE ROCK, AR Location: TBD Coach: Regina Garcia Hours: 5-9 p.m. Friday; 8 a.m. - 9 p.m. Saturday; 8 a.m. - 3 p.m. Sunday Do you possess a current LCI Certification; or, Are you willing to participate in Little Rock's LCI training August 31-September 2, 2018?  
 Yes    No
  
- \* 5. In a brief essay, please state why you feel you would be a good fit for this position:
  
- \* 6. Do you have a Bachelor's Degree or 4 years of college in any of the following fields?
  - Education
  - Business Administration
  - Communications
  - Hospitality Management
  - Public Administration
  - Master's Degree (in one of majors listed above)
  - Other Field
  - No Degree
  - Currently Enrolled in College
  
- \* 7. Please select all that apply. I have experience in the following skills:
  - Working Independently
  - Teaching
  - Supervising Teachers
  - Taking Directions
  - Curriculum Development
  - Utilizing Little Rock streets by vehicle, bike, foot, and transit
  - Community Outreach
  - Working with Diverse Demographics (i.e. age, race, income)
  - Promotion via Social Media
  - Photography
  - Grant or Report Writing
  - Database Management
  - Website Development
  
- \* Required Question