



SEATTLE PUGET SOUND EST. 1900
MEATCUTTERS PROGRAM



Fishmonger Apprenticeship Instructor Job Description

Fishmonger Apprenticeship Program Description

The Seattle Puget Sound Meatcutters and Fishmongers Apprenticeship Program is a partnership between United Food and Commercial Workers (UFCW) Local 3000, the State of Washington Department of Labor and Industries (L&I), retail grocery employers, and South Seattle College.

The Meatcutter Apprenticeship has been in operation since 1946. Fishmonger will be added as a new occupation to this Apprenticeship program in January 2024. The first cohort of Fishmonger Apprentices will start their training in April 2024.

The goal of the Seattle Puget Sound Meatcutters and Fishmongers Apprenticeship Program is to share industry knowledge, skills, and techniques to develop Apprentices into highly skilled Journey Meatcutters and Fishmongers.

The Fishmongers Apprenticeship is comprised of 144 hours of Related Supplemental Instruction (RSI – class time) and 2000 hours of On-the-Job Training (OJT) working as a retail fishmonger, both completed within one year.

The Fishmonger Apprenticeship Instructor will teach aspiring Fishmongers in the Seattle Puget Sound Region, specifically in Snohomish and Kitsap Counties. For the 2024 program, all Apprentices will be employees of Town & Country Markets. In years to come additional employers may choose to send Apprentices through the program.

In 2024, Fishmonger Apprentices will not earn credits through South Seattle College, as do Meatcutter Apprentices. WeTrain plans on having the Fishmonger program accredited by 2025.

The Meatcutter and Fishmonger programs are overseen by a Joint Apprenticeship Training Committee (JATC) made up of both employer and UFCW 3000 union representatives. The JATC is recognized by L&I as the governing body responsible for the Apprenticeship program.

In 2024, the Fishmonger Apprenticeship classes will be held at the Sno-Isle TECH Skills Center located at 9001 Airport Rd, Everett, WA 98204. Classes will be 6-8 hours long, held on Thursdays (with two Tuesdays in the final weeks) starting in the first week of April and concluding at the end of August.

Fishmonger Apprenticeship Instructor Reporting:

For the 2024 program, the Fishmonger Apprentice Instructor will be a contractor for WeTrain Washington and will report to:

- WeTrain's Apprenticeship and/or Training Director(s)
- The JATC Apprenticeship Coordinator (also a WeTrain contractor)
- The JATC itself

Once the Fishmonger Apprenticeship is accredited, the instructor will be employed as part-time faculty of South Seattle College as is currently the case with the Meatcutter Apprenticeship Instructors.

Fishmonger Apprenticeship Instructor Duties:

- **Consult on the final stages of the curriculum development and prepare materials** for the inaugural class. This initial consulting phase will start in January 2024 and run through March 2024. WeTrain will pay the consultant instructor up to 8 hours per week during this program development phase for a maximum of 104 hours.
- **Prepare and teach 144 hours of Related Supplemental Instruction** on Thursdays (and 2 Tuesdays) between April and August of 2024 – **a total of 21 classes**. Duties include:
 - Preparing detailed written lesson plans for each class consistent with the curriculum design and approved apprenticeship standards.
 - Preparing all needed materials and activities in advance for each class including ordering fish within a defined budget.
 - Coordinating guest speakers/instructors and facilitating their classroom engagement.
 - Designing and coordinating field trips
 - Assigning and reviewing homework.
 - Assigning and reviewing verbal and written reports and presentations.
 - Developing, implementing, and grading a written final examination.
 - Developing and implementing a consistent standard for passing performance. Grades are pass/fail.
 - Taking attendance at every class.
 - Ensuring that apprentices are accurately reporting and documenting their 2000 hours of on-the-job (OJT) hours through the Workhands app.
 - Reaching out to and supporting apprentices who are struggling to attend class or complete the program.
 - Collaborating and coordinating with WeTrain and/or program partners in a timely manner.

Upon graduation, Fishmonger Apprentices will receive a Certificate of Completion from the State of Washington and an engraved knife with the year of graduation. All graduated Apprentices will be entered into the L&I website for reference by potential employers.

Once the Fishmonger Apprenticeship is accredited with South Seattle College, Apprentices will also receive college credits after each academic quarter and a certificate from South Seattle College upon graduation.

Compensation and Union Representation: The Fishmonger Instructor hourly wage during the 2024 Fishmonger Apprenticeship program will be \$70 pr hour. This hourly wage is informed by the salary scale set by the collective bargaining agreement negotiated between the American Federation of Teachers (AFT) 1789 and the Seattle Colleges. Once the Fishmonger Apprenticeship Instructor is an employee of South Seattle College, they will be covered under that union contract and will have the opportunity to become a member of AFT 1789.

WeTrain Washington will pay the instructor both for in-class instruction and preparation hours. For each of the 21 classes, WeTrain will pay for two hours of preparation time.

Hours Re-cap @\$70 pr hr

- 1) Jan-March 2024: A maximum of 104 hours for program and class preparation
- 2) April–August 2024: Class preparation time, 2 hours per class x 21 classes = 42 hours
- 3) April-August 2024: Class instruction = 144 hours

The instructor will be responsible for submitting invoices for all hours of work. Support for this process will be provided by the WeTrain Executive Director and Operations Director.

Required and Preferred Knowledge, Skills, and Abilities for the Fishmonger

Apprenticeship Instructor: (Any Equivalent Combination of Knowledge, Skills, Abilities, Education and Experience is acceptable)

- **Required**
 - Minimum of three years of experience as a fully trained Fishmonger in the retail grocery industry.
 - In-depth knowledge about fish and seafood species, catch methods, sustainability practices and seasonality.
 - Ability to demonstrate all aspects of cutting, filleting, processing, and merchandising fresh and frozen fish and seafood.
 - Expertise in the products, production, and sale of fish, seafood, and value-added products in the retail grocery industry.
 - Expertise in the use of a variety of knives and fish/seafood processing equipment; safe handling of this equipment.
 - Expert knowledge of food and personal safety.
 - Being a life-long learner open to continuous improvement as an educator and Fishmonger.

- A familiarity with and/or willingness to learn technologies associated with instruction and program administration.
 - A commitment to diversity, equity, and inclusion in the development of the Fishmonger workforce.
 - Strong interpersonal and communication skills, both verbally and in writing.
 - A passion for education.
 - Availability to participate as a member of the Apprenticeship Committee (JATC) which meets for 2 hours, in the evening on the third Wednesday of each month, in-person or online attendance.
- Preferred
 - Ability to enhance curriculum with real life experience that engages Apprentices in every aspect of this skilled trade.
 - Prior teaching or training experience. (WeTrain staff and experienced apprenticeship instructors will support you by sharing best practices of adult education, lesson planning, and apprentice management.)
 - Flexibility in working with diverse learning styles and the ability to adapt curriculum and instruction as needed while meeting educational standards.
 - Familiarity with Fishmonger on-the-job training at Town & Country Markets or other retail grocery outlets.
 - Familiarity with the UFCW 3000 collective bargaining agreement.

Physical Requirements:

Ability to perform range of physical motions; lifting and carrying up to 50 pounds; standing, walking, sitting for long periods of time; kneeling, squatting, and stooping; and traversing up and down stairs.

Application Procedures: APPLICATION DEADLINE NOVEMBER 10, 2023.

- Submit a current resume and cover letter explaining how your background and experience meet the program and position requirements.
- Application materials must be submitted via email to WeTrain Washington Training Director, Sarah Laslett at slaslett@wetrainwa.org
- If you have questions about this position, the Fishmonger Apprenticeship, or WeTrain call or email Sarah Laslett - 206-383-1276

All applications will be reviewed by a hiring committee comprised of WeTrain Washington staff, Town & Country Market representatives, and members of the Seattle Puget Sound Meatcutters and Fishmongers Apprenticeship Committee.

Notice of Non-discrimination Statement

WeTrain Washington is committed to recruiting contractors, instructors and staff who work as a team to create an inclusive workplace culture. We do not discriminate on the basis of ethnicity, national origin, religion, race, gender, gender identity, age, status as a veteran or disabled veteran, disability, political status, or sexual orientation. We are committed to the concept and practice of equal opportunity and encourage applications from women, BIPOC individuals and people from communities traditionally under-represented in the skilled trades.