EASTERN ATLANTIC STATES
CARPENTERS TECHNICAL CENTERS

EMPLOYMENT OPPORTUNITY

Eastern Atlantic States Carpenters Technical Centers

The Eastern Atlantic States Carpenters Technical Centers ("EASCTC") is seeking A qualified candidate for the position of Executive Training Director.

The EASCTC provides high-quality technical training for apprentices and journeymen who are members of the Eastern Atlantic States Regional Council of Carpenters (EASRCC). The EASCTC currently operates 17 training locations across Pennsylvania, New Jersey, Delaware, Maryland, Virginia, and West Virginia. Training Programs are offered in Carpentry, Floor Layer, Pile Driver, Millwright, Mill/Cabinet, Heavy Highway, Commercial Diver, Trade Show Carpentry, Upholsterer, Locksmith, and Casino In-House.

In addition, the EASCTC is accredited by the Council on Occupational Education (COE). This accreditation provides Apprentices and Members with opportunities to earn college credit through partner institutions and access multiple pathways toward completing a college degree.

EASCTC at a Glance:

Total Employees: 169 (105 Full-Time & 64 Part-Time)

Annual Budget: $35.5 Million

Apprentices in Program: 4,500+

Locations:

Philadelphia, PA	Edison, NJ	Pittsburgh, PA	Upper Marlboro, MD	Charles City, VA
Allentown, PA	Hammonton, NJ	Duncansville, PA	Ashland, VA	Bridgeport, WV
New Castle, DE	Sicklerville, NJ	Lebanon, PA	Nitro, WV	Parkersburg, WV (Carpenter)
Georgetown, DE				Parkersburg, WV (Millwrights)

Position Overview & Core Responsibilities

The Executive Training Director will serve as the senior Training Executive and report directly to the EASCTC Board of Trustees and the Executive Benefit Funds Director and will be responsible for working on the overall leadership, administration, financial management, operations, and strategic direction of EASCTC.

- Coordinate with EASRCC Leadership, Trustees, Employers, Contractors, Educational Institutions, Government Agencies, and other Industry Partners.
- Ensure consistent training standards and operational practices throughout all training locations.
- Oversee Training Directors, Administrative Personnel, Training Instructors, and Support Staff.
- Develop and administer the organization's annual operating and capital budgets.
- Establish measurable expectations and accountability throughout the organization.
- Ensure compliance with applicable apprenticeship standards, accreditation requirements, governmental regulations, organizational policies, and Trustee directives.
- Evaluate staffing, facilities, equipment, curriculum, and resources throughout the jurisdiction.
- Identify future training and workforce needs and ensure EASCTC programs remain responsive to changes in the construction industry.
- Provide regular reporting to the appropriate Boards of Trustees and organizational leadership.
- Maintain the highest standards of professionalism, integrity, fiscal responsibility, and accountability.

The position requires regular travel throughout the EASCTC jurisdiction.

Compensation and benefits will be commensurate with experience and qualifications.

Prerequisites

1. A minimum of 10 years of progressively responsible experience in apprenticeship and training, construction, workforce development, education, labor-management relations, organizational management, or a related field.
2. A minimum of 5 years of senior-level management experience, including responsibility for employees, budgets, operations, and organizational performance.
3. Demonstrated experience managing a multi-location organization or operation.
4. Strong knowledge of registered apprenticeship programs, skilled-trades training, and workforce development.
5. Experience developing and administering organizational budgets and maintaining appropriate financial controls and accountability.
6. Demonstrated ability to manage, evaluate, and hold senior staff and employees accountable.
7. Strong understanding of organizational policies, governance, compliance, and reporting requirements.
8. Excellent written and verbal communication skills and the ability to communicate effectively with trustees, union leadership, contractors, employers, government agencies, educational partners, staff, instructors, and apprentices.
9. Ability and willingness to travel regularly throughout the EASCTC jurisdiction.
10. Strong organizational, decision-making, problem-solving, and conflict-resolution skills.
11. Demonstrated integrity and ability to handle confidential and sensitive information.

Preferred Qualifications

- Experience within the United Brotherhood of Carpenters and Joiners of America, another building-trades organization, or a jointly administered apprenticeship and training program.
- Experience overseeing a large apprenticeship or technical-training organization.
- Knowledge of Department of Labor and state apprenticeship requirements.
- Experience with accreditation requirements and educational partnerships.
- Experience with curriculum development, instructor development, training standards, and evaluation of training programs.
- Experience with construction, capital projects, training-center facilities, or major equipment procurement.
- Bachelor's degree in business administration, education, construction management, labor relations, organizational leadership, or a related field. Equivalent significant executive, apprenticeship, construction, or labor-management experience may be considered in lieu of a degree.

Application Requirements

- Letter of interest
- Current resume
- Summary of relevant executive and management experience
- Professional references

Submission Details

Application Deadline:	**November 17, 2026**
Submit To:	**Pete Tonia, Executive Fund Director**
Email Submission To:	**HR@carpenters.fund**

EASCTC is an Equal Opportunity Employer