

Code Black Tech Instructor Job Description

Rev. Feb. 2026

About the Role:

Code Black Tech is a non-profit dedicated to building an inclusive tech workforce in our community. We don't just offer classes and certifications – we offer a holistic approach to workforce development.

This is not your typical adjunct role. We're looking for a passionate hands-on instructor who understands that teaching IT support isn't just about troubleshooting — it's about building confidence, careers, and community. At Code Black Tech, our IT courses help adult learners step into real-tech roles with the skills and self-assurance they need to succeed. Whether students are brand new to the field or pivoting careers, you'll guide them through technical learning, teach them how to troubleshoot with confidence, and prepare them for certifications and real-world job success. You'll create a personalized, community-driven training experience that weaves together technical instruction, soft skills, and career readiness, and opens up access to long-term opportunities, economic mobility, and wealth building.

If you're excited to help real people land real jobs in tech and want *to be part of a program that's as high touch as it is high impact, we'd love to hear from you!*

What You'll Do:

- Deliver our 11-week hands-on, scenario-based instruction to a diverse cohort of adult learners using the curriculum provided.
- Translate your own IT experience into actionable lessons students can apply right away.
- Work closely with Code Black Tech staff to reinforce job-readiness, professionalism, soft skill development, and growth mindset.
- Provide feedback and mentoring to adult learners to continuously improve our learning community.

Ideal Candidate:

We are looking for individuals who:

- Have an IT background in tech support, cybersecurity, or software development with direct experience solving real business use problems.
- Are great at breaking down technical processes into steps beginners can understand and apply.
- Are enthusiastic about serving learners who are career-switching, returning to school, starting fresh, or may be returning to formal education after a long break.
- Are reliable and able to bring structure and consistency to the classroom.
- Have prior teaching or training experience (strongly preferred but not required)

This role may not be for you if:

- You think entry level tech roles are “low level,” uninteresting or unimportant.
- You don't want to adjust your teaching style for different types of learners.
- You don't like answering questions or walking people through hands-on demonstrations.
- You expect perfection and are not able to meet people where they are.
- You get easily frustrated if you have to explain yourself more than once.

Code Black Tech Learning Pathways:

Code Black Tech offers three learning pathways which include the following courses:

- »» **Cybersecurity:** IT Technician, Network Engineering, Security+, GRC
- »» **Advanced Cybersecurity:** Network Engineering, Security+, GRC, AI Prompt Engineering
- »» **Software Development:** AI Prompt Engineering, Software Development 1, Software Development 2, Administrative Technology
- »» **IT Help Desk Administration:** IT Technician, Network Engineering, Administrative Technology, AI Prompt Engineering

Pathways are designed to give students the training and support they need for entry-level careers in tech. Course descriptions are attached at the end of this document.

Commitment, Compensation and Location:

Most Code Black Tech courses include 11 weeks of instruction within a 14-week course cycle. Additional weeks include job readiness and soft-skills training.

Courses meet twice a week for three hours for a total of six hours each week. One hour of prep and administrative time will be compensated per week as needed.

Instructors will be compensated at a rate of **\$45/hour**.

Classes will be held onsite at **Code Black Tech, located at 3223 N. 45th St. in Omaha on the Abide campus.**

TO APPLY:

If you're excited to shape a workforce development program that meets real people where they are and gets them where they want to go, we'd love to hear from you!

Use [this link](#) to apply today. Applications will be accepted on a rolling basis.

Diversity and Inclusion Statement

Research shows that women and candidates from underrepresented groups are less likely to apply unless they meet every requirement, so please apply even if your experience doesn't align perfectly.

Have questions about Code Black Tech or this opportunity? For more information, contact David Pollock, Executive Director at dpollock@codeblacktech.org.

Learn more about Code Black Tech on our website at www.codeblacktech.org.

Our Mission:

Code Black Tech empowers people of all backgrounds and learning styles to pursue thriving careers in technology. We foster an environment that honors individuality and embraces nontraditional paths, providing the mentorship, training, and community support each person needs to succeed and provide for their loved ones. Our mission is to remove barriers and equip every learner—regardless of age, experience, or identity—with the tools and confidence to achieve lasting change in tech and beyond.

Code Black Tech Course Offerings

Admin Tech: This program prepares learners for modern administrative and operations roles in technology-driven workplaces. Students build strong professional, organizational, and digital productivity skills while learning how to support teams, manage workflows, and communicate effectively in fast-paced environments. Graduates are prepared to contribute immediately in entry- to mid-level administrative positions across industries.

AI Prompting: This program teaches learners how to use AI tools effectively to improve productivity, communication, and problem-solving across professional roles. Students learn how to apply AI practically in administrative, technical, and business environments while building reusable workflows and strategies. Graduates leave with skills that enhance performance in any role, with particular value in technology-enabled careers.

GRC: This program focuses on the business and policy side of cybersecurity, preparing learners for roles that support organizational risk management and compliance. Students learn how companies manage security requirements, policies, and audits using real-world case studies and practical tools. Graduates are well-positioned for non-technical cybersecurity and compliance-related roles.

IT Help Desk Technician: Designed for individuals launching a career in IT, this program provides hands-on experience supporting users, systems, and devices in real-world environments. Learners gain foundational technical knowledge while developing the communication and problem-solving skills required for customer-facing IT roles. Graduates are prepared for entry-level IT support and help desk positions.

Network Engineering: This program introduces learners to the core concepts behind modern computer networks and how they support business operations. Students gain practical exposure to designing, securing, and maintaining networks while building a strong foundation for IT infrastructure and cybersecurity pathways. Graduates are prepared for junior networking roles or continued advancement into security-focused careers.

Security+ This program builds foundational cybersecurity knowledge aligned to current industry standards and employer expectations. Learners develop an understanding of how organizations protect systems, data, and users while gaining exposure to real-world security scenarios. Graduates are prepared for entry-level cybersecurity roles and continued professional growth in the field.

Software Development: This program introduces learners to programming fundamentals and real-world coding practices in a supportive, beginner-friendly environment. Students learn how software is designed, built, and maintained while developing logical thinking and problem-solving skills. No prior experience is required, making this an accessible entry point into software and technology careers.