

StrideLabs

Salesforce Internship Trainer

Salesforce Platform Foundations Internship Program

Employment Type	Contractor (1099), part-time
Location	Remote
Compensation	DOE
Time Commitment	~10–12 hrs/week: 3 live sessions (2.5 hrs each) + prep, grading, and curriculum time
Program Length	12-week cohort, 3 class days per week (MWF)
Reports To	Michele McGeoy, Co-CEO
Start and End Date	September 7th to December 11th 2026

About the Program

StrideLabs' Salesforce Foundations Internship is a 12-week, cohort-based training program that prepares participants with little or no prior Salesforce experience to earn the [Salesforce Certified Platform Foundations](#) credential and build real hands-on admin and business analyst skills. Interns complete a guided Trailhead curriculum, K2 University certification prep, hands-on Playground projects, and a final capstone presentation. The program is funded in part by an EDD Bay Tech workforce grant, in partnership with regional workforce and placement organizations.

Position Summary

The **Salesforce Internship Trainer** is both the face of the classroom and a co-builder of the course. This person will lead live instruction for this cohort — teaching, motivating, and supporting interns through a path towards passing the Salesforce Platform Foundations certification — while also partnering with the Co-CEO and Coach to design, pace, and continuously improve the curriculum itself. This is a great fit for a Salesforce professional who loves teaching as much as they love the platform, and who wants a direct hand in shaping how the next generation of admins and Business Analysts gets trained.

Key Responsibilities

Instruction & Facilitation

- Lead live class sessions — 3 days per week, 2.5 hours per session, for the full 12-week cohort
- Teach core Salesforce admin concepts (data model, security, automation, reports & dashboards, Lightning customization) in a way that's accessible to first-time learners and career changers
- Teach the use of Claude as a Business Analysis tool

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- Facilitate in-class engagement activities, including Kahoot review sessions and guest speaker visits
 - Hold regular office hours to help interns work through Trailhead modules, Playground exercises, and K2 University practice exams
 - Track intern progress (Trailhead points, K2 practice scores, deliverable completion) and proactively reach out to interns who are falling behind
 - Prepare interns for exam day — logistics, final review, and confidence-building — and support them through their certification result and next steps
 - Coach interns through their final capstone presentations and celebrate their wins
 - Foster an inclusive, encouraging classroom culture for adult learners who are new to tech

Curriculum Development & Maintenance

- Co-own the Trailhead trailmix: select and sequence modules, retire redundant or outdated content, and confirm Trailhead Playground/sandbox requirements so instructions stay consistent across the trailmix
- Pace K2 University certification-prep assignments alongside Trailhead homework so weekly workload stays even and manageable
- Build and maintain the weekly class schedule, including class activities, homework load, and the deliverables calendar
- Design or refine intern deliverables and rubrics (e.g., data model challenge, Lightning app build, capstone presentation)
- Recommend and help schedule guest speakers and other enrichment activities
- Gather intern feedback each cohort and use it — along with completion and certification pass rates — to improve the next cohort's curriculum

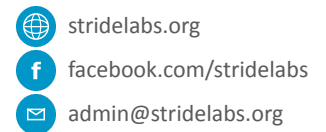
Qualifications

Required

- Active Salesforce Administrator certification
- Prior experience teaching, training, mentoring, or coaching adult learners (bootcamp, corporate training, higher ed, workforce development, or similar)
- Strong hands-on knowledge of core Salesforce admin skills: data modeling, security & sharing, automation, reports & dashboards, and Lightning Experience customization
- Excellent communication skills, with patience and empathy for first-generation tech learners
- Comfortable with standard instructional tools (video conferencing, Google Workspace, Kahoot or similar)
- Reliable availability for the full 13-week cohort schedule

Preferred

- Experience with Salesforce NPSP or nonprofit-sector Salesforce work
 - Salesforce Business Analyst Certification
 - Familiarity with Trailhead trailmix curation and Trailhead Playground management
 - Experience with K2 University or other Salesforce certification prep platforms
 - Additional Salesforce certifications (Platform App Builder, Advanced Administrator, etc.)
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- Background in curriculum design or instructional design
 - Lived experience or strong familiarity with the workforce development / career-change population StrideLabs serves

What Success Looks Like

- Interns finish the cohort on schedule, having completed their Trailhead trailmix, K2 University prep, and all deliverables
- A significant majority of interns sit for and pass the Salesforce Certified Platform Foundations exam
- Interns leave the program with a polished capstone project, an updated Trailblazer profile, and real confidence navigating Salesforce
- The curriculum gets measurably better each cohort based on your feedback and iteration

How to Apply

<https://stridelabs.org/salesforce-trainer/> or [Apply Here](#)

StrideLabs is an equal opportunity program. We welcome applicants of all backgrounds, and we especially encourage Salesforce professionals who are passionate about workforce development and expanding access to tech careers.