

INTERNAL & EXTERNAL JOB POSTING

English as an Additional Language (EAL) Instructors (2 part-time positions)

ISANS is seeking two part-time **EAL Instructors** to teach adult newcomers the language they need to integrate into the community and the labour market. Reporting to the Supervisor and the Manager, Language Services, the EAL Instructors will be responsible for:

- Develop and deliver settlement language training (in-person, online or blended) to adult immigrants using a task-based teaching approach
- Balance planning, teaching and administrative duties in a professional manner
- Conduct ongoing needs and language assessments using Canadian Language Benchmarks (CLB)
- Prepare and design appropriate and relevant materials (online and text-based) for teaching purposes
- Keep up-to-date records of lesson plans and teaching activities
- Liaise with other instructors to offer and gain support
- Document clients' learning progress, attendance and other relevant information as required
- Conduct client surveys and program evaluations as required
- Keep up-to-date on EAL and settlement issues

The ideal candidate for this position will have the following:

Education:

- Bachelors Degree or equivalent combination of education and experience will be accepted
- Recognized TESL qualification
- Completion of the CLB Bootcamp online training (<http://learn.language.ca/>)

Experience:

- 2 years' experience in a similar position teach adults
- Experience working in a cross-cultural environment; deliver direct service to immigrants preferred
- Experience working with CLB and Portfolio Based Language Assessment (PBLA)
- Experience in online teaching
- Experience in EAL curriculum development an asset

Knowledge:

- Understanding and knowledge of adult education principles

Skills:

- Strong written and verbal English communication skills
- Ability to work independently and as part of a team
- Strong time management and organizational skills
- Proficient with MS Office applications
- Additional languages an asset

Candidates who are non-native English speakers must have a CLB 8+, CELPIP 8+, or IELTS 6.5+ in all four skills.

ISANS Core Competencies

Cultural Competency; Equity, Diversity & Inclusion

- Embracing the value that different perspectives and cultures bring to an organization

Collaboration

- Working collaboratively with others across the organization to achieve shared objectives

Continuous Learning

- Continually seeking new knowledge and skills, as well as developing existing capabilities

Innovative Thinking

- Introducing new ways of looking at problems and developing useful ideas that are new, better,

or unique

Accountability

- Holding self and others responsible and accountable to being transparent and principled in our approach and to meeting commitments

Respect

- Actively encouraging an environment of fairness, honesty and integrity for all

Terms of Employment

- Fixed-term contracts, renewable pending funding confirmation
- Part-time hours: one position in the mornings at 17.5 hours per week and another in the evenings at 14 per week.
- During the COVID-19 pandemic, your work location may be at ISANS' office or at home. Work location will be determined by operational requirements, public health recommendations, and government requirements.

Commencement Date: ASAP

Closing Date: Wednesday October 12, 2022- 4.00pm

To apply: Please e-mail your resume and cover letter merged into one document to careers@isans.ca, stating the title of the position you are applying for in the subject line.

ISANS is dedicated to inclusiveness, equity, and accessibility. We are seeking talented individuals to join our team and welcome applications from all diverse groups. We encourage applicants to self-identify in their cover letter and request any accommodation required to support them during the recruitment process.

Only those eligible to work in Canada will be considered for this position.

We wish to thank all applicants for their interest and effort in applying for this position. However, only candidates selected for interviews will be contacted.