

## INTERNAL & EXTERNAL JOB POSTING

### English as an Additional Language (EAL) Instructors (Part-time evening positions)

#### Short-term contracts to June 24, 2027

ISANS is seeking 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:

- Developing and delivering settlement language training (in-person, online or blended) to adult immigrants using a task-based teaching approach
- Balancing planning, teaching and administrative duties in a professional manner
- Conducting ongoing needs and language assessments using Canadian Language Benchmarks (CLB)
- Preparing and designing appropriate and relevant materials (online and text-based) for teaching purposes
- Keeping up-to-date records of lesson plans and teaching activities
- Liaisi with other instructors to offer and gain support
- Documenting clients' learning progress, attendance and other relevant information as required
- Conducting client surveys and program evaluations as required
- Keeping 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**

- Short-term contracts to June 24, 2027
- Part-time hours: 7 hours per week ( Tuesdays and Thursdays 5pm to 8:30pm)
- Blended: one day in person, one day online

**Commencement Date:** ASAP

**Closing Date:** Monday August 10, 2026- 4.00pm

**To apply:** Please e-mail your resume and cover letter merged into one document to [careers@isans.ca](mailto: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.**