

INTERNAL & EXTERNAL JOB POSTING

English as an Additional Language (EAL) Instructors (multiple positions)

ISANS is seeking a full-time **EAL Instructor** 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 Instructor 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

Terms of Employment

- Fixed-term contract, renewable pending funding confirmation
- Some positions at full-time hours (35 hours per week) and some positions at part-time hours (7 hours per week (evening hours))
- 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: September, 2021

Closing Date: July 26th, 2021- 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.

**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.**