

**ONGOING JOB POSTING**

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

ISANS is seeking **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
- Liaising 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 candidates for these positions 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 contracts, renewable pending funding confirmation and short-term contracts
- Some positions at full-time hours (35 hours per week) and some positions at part-time 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:** ASAP

**Closing Date:** On-going

**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.

**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.**