

JOB POSTING

POSITION:	INSTRUCTOR, LINC PROGRAM – (4 positions)
REPORTS:	LINC MANAGER
SCHEDULE:	Monday to Friday 9:00 AM – 12:00 PM (3.25 hours per day) Monday to Friday 12:00 PM – 3:00 PM (3.25 hours per day) Tuesday and Thursday evening 6:30 PM – 9:30 PM (3.25 hours per day)
RATE OF PAY:	\$ 35.62 per hour

JOB SUMMARY:

The Dixie Bloor Neighbourhood Centre requires four **part-time** Instructors (morning, afternoon and evening schedules) for the Language Instruction for Newcomers to Canada program to teach **CLB 3 - 5 classes** of English language learners.

DUTIES AND RESPONSIBILITIES:

- Teach a daily LINC class applying LINC Curriculum Guidelines, Canadian Language Benchmark (CLB) documents and PBLA principles
- Create effective learning environment where participants feel welcome and interested in learning
- Provide client-centered, task-based, communicative programming
- Design and provide professional, appropriate and motivational lesson plans consistent with accepted teaching methods and level of the class.
- Conduct initial and on-going assessments of learners' needs and progress. Provide feedback as well as continuously redesign the course depending on learners' needs. Assign appropriate Benchmarks
- Maintain clear and accurate records of students' attendance, keep records of students progress and prepare students' report cards at the end of semester, submit monthly reports.
- Participate in LINC and agency events (fundraising, SummerFest, AGM and etc)

QUALIFICATIONS:

- **TESL Ontario accreditation**
- B. A. or equivalent
- Strong instruction skills and creative abilities
- Previous experience facilitating ESL/LINC learning and excellent lesson planning skills
- Demonstrated understanding and application of CLB, LINC Curriculum, PBLA
- Demonstrated proficiency in using common computer applications and web-based tools
- Ability to work independently with solid time management and organizational skills
- Punctual, reliable, disciplined

Please submit your resume and cover letter with **reference no. 016-005** by **March 18, 2016** to:

Human Resources Officer
Dixie Bloor Neighborhood Centre, Suite 103
3650 Dixie Rd., Unit 103, Mississauga, Ont. L4Y 3V9
Fax: (905) 629-0791 Email: recruiting@dixiebloor.ca

*Dixie Bloor Neighbourhood Centre is an equal opportunity employer.
We thank all candidates for applying but only those selected for an interview will be contacted*

