

## Job Posting: LINC Instructor (Evening/afternoon)

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**Part-time: 10 hours per week Monday to Thursday 4:00 pm to 6:30 pm**

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### Required skills/experience:

- Bachelor degree in Arts, Education or Social Science Program
  - TESL Ontario Certification or TESL certification from a recognized Canadian institution
  - Training in and experience with Portfolio Based Language Assessment
  - Knowledge of occupation specific terminology, especially in the food, manufacturing and construction industries; willingness to learn and prepare material related to occupations of students
  - Superior proficiency in English
  - Awareness of cultural diversity & sensitivity, anti-racism and anti-oppression theory
  - Experience with or knowledge of Popular Education Principles
  - Excellent cross cultural skills
  - Positive approach to a multi-level teaching environment
  - Knowledge and experience of LINC Curriculum Guidelines, the Canadian Language Benchmarks and PBLA
  - Ontario College of Teachers Certification is an asset
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### Duties and Responsibilities:

1. Establish clear objectives for all lessons, modules, and assessment tasks and communicate those objectives to students through a daily posted agenda.
2. Observe, evaluate and document student work to determine progress and make recommendations for CLB progression.
3. Maintain up-to-date PBLA training sheets and student portfolios to be reviewed by the Education Coordinator on a monthly basis or more often if needed.
4. Deliver daily lessons in a setting that:
  - Is conducive to confidence building in communication through movement, interaction and dialogue
  - Provides opportunities for self-facilitation in small and large groups
  - Promotes movement and variety, where students can move to appropriate classroom areas based on their activities
  - Reflects and supports the multi-directional patterns of interaction and learning in a classroom.
5. Adhere to the following andragogic learning concepts:
  - Learning activities are problem-centred rather than content centred. They permit and encourage the active participation of the learner and they encourage the learner to introduce past experiences into the learning process.

- The climate of the learning is collaborative and learning is multi-directional (instructor-to-learner and learner-to-learner) as opposed to authority-oriented.
  - Planning is a mutual activity between learner and instructor.
  - Evaluation leads to reappraisal of needs and interests – and therefore to redesign and implementation of learning activities.
6. Prepare materials, classroom and lesson plans for each level or group on a daily basis. The plans must be available at any given time to the LINC Program Co-ordinator and to the Education Co-ordinator as part of a teacher observation session.
  7. Prepare and file reports on students and activities as required by administration.
  8. Attend professional meetings, conferences, and workshops in order to maintain and improve professional competence.
  9. Collaborate with other teachers and professionals in the development of instructional programs.
  10. Use computers, audio-visual aids and other equipment and materials to supplement instruction.
  11. Supervise and direct the activities of volunteers, ensuring a supportive and productive environment for both students and assistants.
  12. Perform other related duties pertinent to the program as required.
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## **How to apply:**

Submit a resume and cover letter to the Hiring Committee by email: [IWChiring@IWChamilton.ca](mailto:IWChiring@IWChamilton.ca)

**Deadline:** Friday March 9<sup>th</sup> at 5:00 pm.

***IWC welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.***