

Language Instructors

Position Summary:

Instructors are expected to develop and deliver classes using the principles and practices of language teaching and learning reflected in the Canadian Language Benchmarks. TCDSB instructors create and maintain daily and long range plans based on the needs and interests of their learners and following benchmark specific learning outcomes. We are seeking candidates who are flexible with regard to assigned work hours and locations and are willing and able to teach a variety of language levels.

Qualifications and Experience

- University degree
- TESL Ontario Accreditation
- Excellent oral, written, and interpersonal communication skills
- Working knowledge of the Canadian Language Benchmarks and ability to integrate the CLBs into lesson planning and delivery
- Demonstrated ability to work in a culturally diverse environment
- Commitment to ongoing professional development
- Experience teaching or volunteering in a publicly funded LINC and/or ESL class
- Familiarity with the LINC and/or Adult ESL Curriculum Guidelines
- Excellent computer skills, including MS office applications; experience integrating technology into classroom practice
- Experience using LINC and other ESL software an asset

Application and Hiring Procedure

How do I apply?

Download the application package and submit it with the required documents to the address provided.

What happens after I apply?

- Once your application is received, you will be sent a letter of acknowledgement
- As determined by the needs of the program, select candidates will be called for an interview
- If selected for an interview, you will be asked to bring a copy of a lesson plan based on the principles of and referenced to the Canadian Language Benchmarks.
- What happens if my interview is successful?
- After the interview, successful candidates will be sent an email which will outline the next steps in the hiring process. These include

- a criminal record check, proof of a negative TB test and recommendations from the references you supplied.
- When these steps are complete, your application is submitted to the Superintendent of Education with a recommendation to hire. Once the approval is granted, you will be notified in writing
 - You will then be asked to attend an orientation session where you will become acquainted with department policies, procedures and expectations, and available resources and supports. At this point, you are included in the pool of instructors approved for hire and you may substitute teach or apply for Adult Education internal postings.

What happens if my interview is not successful?

- If you do not receive an email, this means that you were not considered for hire at this round of interviews.
- Applications are kept on file for one year from the date of receipt.

When can I reapply?

- You are welcome to reapply after a year by submitting an updated resume and the entire application package.