



DIXIE BLOOR
Neighbourhood Centre



JOB POSTING

POSITION:	CHINESE SENIORS' CLASS INSTRUCTORS, LINC PROGRAM
REPORTS:	LINC MANAGER
SCHEDULE:	1. Monday/Wednesday/Friday 9:00 AM -12:00 PM Level 1 2. Monday/Wednesday/Friday 9:00 AM -12:00 PM Level 2
RATE OF PAY:	\$ 36.33/ hour

JOB SUMMARY:

The Dixie Bloor Neighbourhood Centre requires 2 part-time **Instructors** (mornings) for the Language Instruction for Newcomers to Canada program to teach **CLB 1 and 2 Chinese Seniors' classes** of English language learners.

DUTIES AND RESPONSIBILITIES:

- Teach a daily LINC class applying LINC Curriculum Guidelines, 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 (staff meetings, UW Fundraising, SummerFest, AGM and etc)

QUALIFICATIONS:

- **TESL Ontario accreditation**
- B. A. or equivalent
- Strong pedagogical 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.
- **Fluency in Mandarin is a must**

Please submit your resume and cover letter with **reference # 018 -029** by: Nov 2nd 2018

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