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ENGLISH AS A SECOND LANGUAGE (ESL) TEACHER CASUAL, ON CALL

WHAT IRCOM OFFERS:

- A warm, fun and supportive work community
- An incredibly diverse workplace that is committed to staff wellness and inclusion
- A staff team that is passionate and committed in supporting settlement of newcomer families
- An inner-city organization committed to Truth and Reconciliation
- A family-friendly organization
- A place where you can make a difference and feel the rewards of your work on a daily basis

CANDIDATE PROFILE: The Substitute ESL Teacher is an individual who integrates and balances:

- Knowledge of newcomer language learning needs,
- Ability to communicate with diverse adult students,
- Initiative and good teamwork skills,
- Formal training as evidenced by a TESOL certificate
- Strong, creative teaching skills and experience,
- Experience teaching Foundations to CLB2 students, and
- Passion to empower newcomers with English skills

POSITION PURPOSE AND SUMMARY: Guided by the vision, mission and values of the Immigrant and Refugee Community Organization of Manitoba Inc. (IRCOM), the Substitute ESL Teacher improves the reading, writing and speaking skills of newcomer adults by designing and developing needs-based curriculum, providing in-class instruction and leadership, assessing student progress, managing records, and by supporting the IRCOM staff team.

With the supervision and support of the Community and Child Care Programs Manager, the Substitute ESL Teacher has the following:

DUTIES AND RESPONSIBILITIES:

In-class Instruction and Leadership (100%)

- Adhere to the curriculum and lesson plan as assigned by regular teacher
- When directed by regular teacher come up with curriculum and lesson plans as appropriate.
- Actively engage and give guidance to volunteers and practicum students and ESL practicum teachers in delivering the lessons and activities

REQUIRED QUALIFICATIONS:

- Ability to teach literacy students from Foundations to CLB2
- TESOL Certificate
- Criminal Record Check (vulnerable sector) and clear Child Abuse Registry Check (not older than 3 months)
- Must be able to substitute both our downtown sites
- Demonstrate the qualities and values IRCOM seeks for all our staff (see <http://www.ircom.ca/about-us/work-here/>)

WORK SCHEDULE AND LOCATION: This is an on-call position with a minimum of 4 hours to a maximum of 7.5 hours per day (8:30-11:30 a.m. and/or 12:30-3:30 p.m.) when called in. If there is no lesson plan provided then there will be 2.5 hours for preparation. Classes will occur at either the 95 Ellen St or 357 Bannatyne Avenue location.

WAGE: \$23.80/hour

APPLICATION PROCESS: All applicants must be legally entitled to work in Canada.

IRCOM seeks to reflect the communities it serves. We are committed to providing an inclusive, accessible, respectful workplace that strives for employment equity. Interested applicants can identify themselves as belonging to any under-represented groups including women, Indigenous peoples, racialized peoples, and/or persons with a disability.

To apply please send a cover letter and résumé to the following, and please indicate clearly how you meet the qualifications.

**Review of applications will begin on Wednesday, August 7, 2024
and continue until the position has been filled.**

HR - Selection Committee: hr@ircom.ca

We thank all applicants for their interest. Only those advancing in the selection process will be contacted. If you require accommodation at any stage of the hiring process (including alternate formats of materials, accessible meeting rooms or other accommodation), please let us know and we will work with you to meet your needs (hr@ircom.ca).