

Position(s) Available: 2

English Language Instructor(s)

Description:

Teach English to adults during ten week sessions. Classes meet three days per week, Tuesday, Wednesday, and Thursday evenings from 6:30 - 8:30 pm. All English instructor positions are independent contractors with 60 hours of classroom contact per class session. Contract positions are renewable based on performance and student enrollment. IIM offers two levels of English in four sessions throughout the year; Lower-Level Grammar and Upper-Level Pronunciation. The September through June - sessions are 10 weeks long and the July – August intensive is six weeks long. Please see our website, www.iimn.org, for course descriptions and schedule information. Contract positions are paid per contact hour. The upcoming session is September – November, 2019.

Qualifications:

- Experience teaching adults
- B.A. or M.A. in either Education or Applied Linguistics
- Enthusiastic, flexible, professional, responsible and able to work autonomously
- Promotes an interactive classroom with a heavy emphasis on student participation
- Has good communication skills both verbal and written
- Is able to motivate and make learning accessible as well as stimulating
- Is comfortable working independently

Duties:

1. Prepare syllabi from selected texts and supplemental materials
2. Address all language skills in the classroom – speaking, listening, reading, and writing. Emphasizing reading and writing in the Grammar class and speaking and listening in the Pronunciation class
3. Attend occasional staff meetings when notified by the Coordinator
4. Interact cooperatively with other teachers and IIM staff as needed
5. Participate in intake registration and testing as available

Note:

Teachers are encouraged to bring innovative curriculum and activities into the program. Teachers will choose their own activities and add to developed coursework. Our ability to hire for open positions depends on the public's interest in our classes.

To apply:

*Please direct all questions to Stacy Dietrich Varney, Language Program Coordinator
Email a cover letter and résumé to:*

sdietrich@iimn.org or fax to 651-647-9268

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