



LANGUAGE CENTRES EXTERNAL JOB POSTING

MOSAIC is a well-established, dynamic and effective immigrant serving organization that focuses on empowering newcomers as they build their new lives in Canada. Our Language School on the North Shore, offered in partnership with the North Shore Multicultural Society, has an excellent track record of meeting students' needs through a responsive and engaging curriculum and a talented and dedicated teaching staff. We are seeking applicants who are committed to further developing our student-centred, creative and supportive approach.

POSITION: Team Leader, ELSA Levels Lit to 5

POSITION FUNCTION: Under the general supervision of the Language Centre Manager, the Team Leader is responsible for providing instructional support to the ELSA program. The Team Leader's role is to:

- In conjunction with the manager, hire, train, supervise, and evaluate ELSA instructors. Coordinate classroom volunteers
- Respond to client issues and concerns and help to identify and respond to emerging program issues.
- Coordinate student testing schedules, book field trips and guest speakers and meet regularly with instructional staff.
- Support the development and/or purchase of instructional resources. Coordinate the organization and maintenance of the resource library
- Attend meetings as needed, on and off site
- Support the Manager with other Language Centre tasks as needed

QUALIFICATIONS:

- Must have 5 years adult ESL teaching experience including 2 years ELSA program
- Must have an excellent working knowledge of language acquisition and immigrant settlement issues and good working knowledge of the Canadian Language Benchmarks.
- Excellent organizational and communication skills. Good leadership skills. Strong computer skills. Highly organized, tactful, flexible and enthusiastic.
- Experience in program coordination, teacher training and familiar with program management.
- University undergraduate degree plus certificate or equivalent in teaching ESL, both recognised in Canada
- Must possess a working knowledge of standard office equipment and software applications

SALARY RANGE: Start Rate: \$25.89 / Hour

SCHEDULE: Monday to Friday, 30 hours per week, flexible schedule with 3 evenings per week.

APPLICATIONS TO: Manager
MOSAIC/North Shore Multicultural Society English Language Centre
#205 – 123 East 15th St.
North Vancouver, B.C.
V7L 2P7
annb@nsms.ca

DEADLINE: 5:00 pm, July 2nd, 2010. Please submit via email.
Thank you for submitting your resume. Only applicants selected for an interview will be contacted.