

**YMCA of Greater Boston
International Learning Center (ILC)
100 Franklin Street, Lower Level
(Map: 201 Devonshire Street)
Boston, MA 02110
www.ymcaboston.org/ilc**



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

2 ESOL teaching positions available:

High intermediate/low advanced
6-9pm, Mondays, Tuesdays, and Wednesdays

Beginner
1-4pm, Mondays, Tuesdays, and Wednesdays

\$20-22/hour

13.5 hours of paid teacher time per class week: 9 for teaching, 4.5 for prep

Training and Preparation start mid-August, classes start September 11th and run through mid-June 2018 (9 months)

Description of Position:

- Teach ESOL to adults of diverse linguistic, cultural, religious, socio-economic and educational backgrounds
- Survey and incorporate adult learner goals into coursework for a student-centered, goal-oriented participatory ESOL class
- Review and track goals and achievements with students, and maintain student portfolios documenting progress
- Collaborate with Career Advisor to ensure that all students are progressing. Identify students who need extra support meeting their educational and career goals
- Outline teacher and program expectations to the students clearly at the beginning of each new unit
- Prepare and deliver engaging, learner-centered lessons
- Integrate reading, writing, pronunciation, grammar, speaking and listening skills
- Follow scope and sequence curriculum.
- Communicate classroom/student issues to Program Director in a timely manner

Description of Administration:

- Keep attendance records
- Document lesson plans in provided format
- Attend monthly staff meetings
- Assist with intake evaluations and assessments
- Participate in staff workshops
- Complete 12+ additional professional development hours required

Qualities Needed for Position:

- BA or Master's degree in ESOL, Education or related field + more than 1 years of experience teaching adults
- Familiarity with DESE ESOL Frameworks curriculum and Career Ready 101 helpful
- Familiarity with learner-centered, goal-oriented participatory ESOL
- Sensitive to socio-economic and ethnic minority issues
- Strong communication, inter-personal skills, and classroom management skills
- Able to work independently and as part of a team
- Computer proficiency (i.e. Microsoft Office, Navigating Internet including ESL websites)
- BEST Plus and TABE testing certification preferred
- Bilingual a plus

The classes are funded by the Department of Elementary and Secondary Education (DESE). The classes are for adults.

Send cover letter and resume to Sarah Harkleroad at sharkleroad@ymcaboston.org