



CDL Class ESOL Instructor - Valley Opportunity Council, Chicopee, MA

Number of hours per week: 31

General Description:

The English for Speaker of Other Languages (ESOL) Instructor is responsible for providing Contextualized English instruction around Commercial Driver's License attainment. This position is funded by the Department of Elementary and Secondary Education (DESE) MassSTEP grant and reports to the Director of Adult Education.

Specific Essential Duties:

- Teach 19 hours of contextualized classes per week (including team teaching with Advisor and/or CDL instructor.
- Plan and prepare (in cooperation with the CDL instructor and Advisor as appropriate) standards aligned lessons for classroom instruction
- Conduct initial and ongoing assessments of students.
- Integrate digital literacy instruction into classes.
- Work cooperatively with MassSTEP advisor on workforce preparation and Job placement activities.
- Submit class plans as required.
- Maintain and submit records and reports as required under funding guidelines.
- Participate in curriculum development as appropriate.
- Work with Director on program development, community development, and other projects.
- Attend all staff meetings and serve on staff committees, as needed.
- Participate in professional development activities.
- Other duties as required.

General Requirements:

Bachelor's degree and a minimum of 1 year of teaching ESOL. TESOL certificate and/or formal training in Language Acquisition. Familiarity with learner-centered teaching philosophy. Experience working with nonnative speakers of English, immigrant and refugee populations, and diverse cultures. Excellent oral and

written communication skills, and strong computer skills. Some travel in employee's car is required; must have a valid Massachusetts driver's license.

Ability to successfully perform the essential functions of this job. Reasonable accommodations, where possible, may be made to enable individuals with disabilities to perform the essential tasks.

PREFERRED QUALIFICATIONS:

Bi-lingual is a plus.

Benefits:

- First 12 Months employees accrue 2 weeks of vacation.
- After 13 months, you begin to accrue weeks of vacation.
- You accrue 2 weeks of sick leave each year.
- 12 Paid Holidays.
- Other benefits such as, medical Insurance, In lieu of medical insurance, VOC will provide the lowest cost contributed by the agency towards childcare reimbursement or other benefit products such as AFLAC products & Guardian Life insurance.
- Retirement plan available through Mutual of America, VOC will contribute 2% of your gross pay. If the employee wishes to contribute through employee deductions, he/she may contribute a minimum of 2% of their pay and the agency will add another 1%. Employees are also eligible to start the plan and contribute through payroll deductions after 30 days on the job.

Job Type: Full-time

Pay: \$26.71 per hour

Benefits:

- Dental insurance
- Health insurance
- Retirement plan

Education:

- Bachelor's (Required)

Experience:

- Adult education: 1 year (Preferred)

[Please apply here using this link.](#)