



ESOL Teacher (PT Quincy Advanced Adult)

Part-Time Regular | Quincy, MA | Hybrid

About BCNC

Make a lasting impact on the lives of immigrant families and thrive professionally while contributing to our mission-driven culture. For more than 50 years, BCNC has been providing new immigrants, especially Asians, with the support and resources they need to thrive in the United States. With deep roots in Boston's Chinatown neighborhood, BCNC now serves people from three locations in Greater Boston and the South Shore. Its holistic, family-centered programs reach 13,000 children, youth, and adults each year, setting them up for success in school, work and life. BCNC also builds vibrant communities through Pao Arts Center, along with its collaborations and research.

Why Join Us

At BCNC, we are passionate about making a meaningful difference in our community. Our team is driven by a shared commitment to social impact and is both supportive and resourceful. We believe in fostering an empowering and inclusive work environment where every individual can contribute, grow, and thrive. If you are looking for a rewarding career that allows you to align your passion with making meaningful change, explore our open positions and join us in our mission to pave the way for a better tomorrow.

What You Will Do

The ESOL Teacher (PT Quincy Advanced Adult) is a member of the BCNC Adult Education and Workforce team. Adult Education prepares adult immigrant learners with the education, training, and guidance that lead them to successful employment and family-sustaining wages. You will strengthen immigrant adults and teach individuals English and the critical skills they need to thrive in today's economy. You will report directly to the Director of Adult Education. This is a part-time role of 20 hours per week.

In this role, you will:

- Revise and improve the content of the documented scope and sequence for the curriculum.
- Prepare a unit plan for each unit of instruction, using the state-recommended template.
- Develop and teach ESOL classes using formal, written lesson plans.
- Use an online class platform for posting and collecting teaching material and assignments.
- Communicate with students outside of class time to help them succeed in remote classwork.
- Prepare for and participate in regularly scheduled planning meetings with teachers and advisors.
- Actively participate in curriculum design and enhancement; work with colleagues to implement recommended enhancements; monitor student progress and provide feedback on changes/accommodations that were made.
- Collaborate with advisors to build, maintain and utilize knowledge of, and connections with, institutions of higher education and training and employers, in order to facilitate student success in moving on to higher study and/or employment.
- Ensure that students show Educational Functioning Level completion on standardized assessments at rates that meet or exceed annual targets set by Massachusetts Dept. of Elementary and Secondary Education (MA DESE).
- Maintain accurate and timely student records.
- Perform other duties as assigned by the supervisor.



Class Teaching Schedule:

- Tuesday, Wednesday, Thursday: 10:00 am-12:30 pm
- Tuesday and Thursday: onsite at BCNC Quincy
- Wednesday: remote via Zoom

What We Look For

- Bachelor's degree in related field with knowledge and practical application of research-based teaching methods.
- Experience with educational technology and conferencing tools.
- Strong project management and prioritization skills.
- Accountability for learner gains based on standard metrics.
- Flexibility with researching and adopting new research-based methods for teaching English.
- MA in TESOL.
- Experience teaching Chinese immigrant learners.
- Knowledge of Massachusetts English Language Proficiency Standards for Adult Education.
- Certified to administer and score the BEST Plus 2.0, TABE CLAS-E Reading, and/or TABE CLAS-E Writing.

What We Offer

- Competitive compensation package
- Comprehensive health coverage, including medical, dental, vision, and life insurance
- Retirement plan options with employer matching
- Enhanced paid time off offerings for personal days, sick, vacation, and holidays
- Opportunities for professional development and growth
- Flexible work arrangements

Working Conditions

- Must be available to work a flexible schedule and may require local travel during the workday.
- Work is performed primarily in a standard work environment, including the operation of computer equipment, and physical demands associated with a traditional work setting, e.g., walking, standing, communicating, and other physical functions, as necessary.

Pay Range

Starting at \$24 per hour

How to Apply

Submit your application [here](#). We encourage you to apply for this role even if you may not meet every single qualification listed. We value talent, drive, and enthusiasm! Your passion, dedication, and willingness to learn can make a significant difference in our team and the community!

Please Note

You must be authorized to work in the United States. BCNC does not provide sponsorship for an employment work visa.

BCNC is an equal opportunity non-profit organization that supports diversity and encourages all employees and applicants to apply. The language proficiency requirement is based solely on the needs of the position and is essential for fulfilling the role's responsibilities. BCNC is committed to non-discrimination and equal opportunity for all without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity, or expression, or any other characteristic protected by Federal, State or Local laws.