

+Job Title	INSTRUCTOR - ESL
Department	ADULT EDUCATION
Reports To	DEAN OF ADULT EDUCATION

EMPLOYMENT TERMS:

<i>Part-Time (Hourly)</i>

QUALIFICATIONS:

Education	Bachelor Degree from an accredited post-secondary institution.
Experience	Must have at least three to five years paid work experience teaching K-12 or Adult Education ESL classes; Ability to communicate effectively both verbally and in writing; Must know second language training techniques and approaches; Must have the ability to plan, organize, and coordinate work assignments. Must be computer literate (i.e., proficient with Microsoft Office). Must have the ability to meet deadlines for weekly reports and implementing good time management skills in the classroom. Must be able to attend staff meetings, professional developments, and required training.
Desirable Skills	Experience instructing ESL; Fluent in a variety of languages; Knowledgeable of various cultures; Effective communication skills.

PRIMARY DUTIES:

Identify student goals based on individual pre-assessments. Assessing the English skills of each student and then teaching a new language to each student. Work with students to reach a high level of proficiency in English in a short amount of time. Develops and delivers lessons that utilize a broad range of appropriate differentiated techniques and strategies addressing all aspects of communication that develop each student’s ability to read, write, speak, and listen in content areas at levels that ensure learners meet or exceed learning targets. Administers academic and language assessments for the purpose of evaluating student’s progress in language acquisition. Monitor student data weekly. Must be willing to work a flexible schedule to accommodate students. Other duties as assigned.
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APPLICATION DEADLINE: Until filled

Applications are submitted on-line only at www.augustatech.edu .
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TRANSCRIPT REQUIREMENTS

Applications for this position are reviewed upon receiving all official transcripts. Official transcripts must be mailed directly from the educational institution to the Human Resources Office, 3200 Augusta Tech Drive, Augusta, GA 30906 or electronically to srouse@augustatech.edu .

PRE-EMPLOYMENT SCREENING

Pre-Employment background checks are required. <i>(Conducted by Augusta Technical College)</i>
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CONTACT

Shirley Rouse, Pre Employment Manager at (706) 771-4026 or srouse@augustatech.edu

SALARY

Hourly

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 Equal Opportunity Institution