

# Adult ESOL and Family Literacy Instructor

English Empowerment Center – Alexandria, VA 22311

Apply Now

## Description:

The English Empowerment Center (EEC) is seeking experienced adult ESOL instructors who displays a high degree of professionalism, intercultural sensitivity, a belief in lifelong learning, and a strong commitment to families learning to join a committed, collaborative faculty in our Family Learning Program.

**Pay:** \$25 / hour, includes teaching time and some planning time.

## Hiring:

- IN PERSON position(s) in Alexandria, VA available for September 30 - December 12, Tuesdays & Thursdays AND/OR Mondays & Wednesdays from 6:00 to 8:00 PM.

## Responsibilities include but are not limited to:

- Teach English to adults of immigrant or refugee background representing a wide range of cultures and educational backgrounds.
- Create engaging and effective lesson plans incorporating assigned textbooks, authentic materials, and technology to help learners increase involvement in their children's education and awareness of STEAM.
- Design and facilitate bi-weekly parent and child together (PACT) time activities.
- Contextualize lessons for key topic areas, such as civics education, digital literacy, financial literacy, healthy literacy, and workforce preparation.
- Collaborate with volunteer class aides to maximize classroom learning opportunities.
- Record and update online class records, such as attendance, homework completion.
- Participate actively in faculty meetings and student assessment.
- Travel to the EEC office to pick up and drop off materials.
- Occasionally lift and/or move up to 25 pounds of books and other materials. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Additional responsibilities specific to Family Learning Program teachers include but are not limited to:**

- Teach lessons that help learners increase involvement in their children's education and their awareness of STEM/STEAM
- Collaborate with the children's room teachers
- Design and facilitate bi-weekly parent and child together (PACT) time activities

**Required Qualifications:**

- 1-2 years ESL/EFL classroom teaching experience with adults or other strong teaching background
- Experience working with a diverse learner population
- Bachelor's degree

**Preferred Qualifications:**

- Master's degree in TESOL, Applied Linguistics, Adult Education, or a closely related field
- Completion of a 120-hr TESOL certificate (with 6-hour practice teaching)
- Experience teaching learners with limited or no prior formal schooling
- Proficiency in another language (especially Arabic, Dari, or Pashto)

**Resume and cover letter required.**

Offer is contingent upon the successful completion of a background check.

The English Empowerment Center is an Equal Opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability, or any other basis prohibited by law.

Job Types: Part-time, Temporary

Pay: \$25.00 per hour

Job Type: Part-time

Schedule: Evening shift

Experience: ESL Teaching: 1 year (Required)

Work Location: In person