

Please Post
7/2009



ESL Mandated Instructor

Reports To: Site Coordinator, Program Associate, and Assistant Regional Director, Foothills Adult & Continuing Education

Job Purpose: To assure a stimulating and State-regulated educational environment for their ESL class

Job Responsibilities:

- Plan and implement activities and instructional strategies to meet student needs
- Demonstrate knowledge and application of subject matter
- Share assessment results with students and encourage student self-evaluation
- Cooperate with other instructors by sharing ideas and methods of instruction
- Select appropriate learning materials
- Plan individual and group activities
- Create a positive setting in which students may feel emotionally and physically secure
- Complete required CARS forms
- Maintain student attendance and follow-up
- Use community resources when available and applicable
- Teach desirable work habits and study skills
- Attend scheduled staff meetings
- Preview new materials and make recommendations
- Participate in professional staff development activities
- Punctual for all meeting and classroom assignments

Qualifications:

- Must hold a valid Connecticut Initial, Provisional or Professional Educator Certification with and/or #088 endorsement. Endorsement not required with TESOL certificate.

Application Procedure: Interested applicants should email their resume to culver@educationconnection.org or send a letter of interest plus a resume indicating experience and knowledge relevant to the above requirements to:

Human Resources #05-10
EDUCATION CONNECTION
P.O. Box 909 Litchfield, CT 06759-0909

**Closing date for application: Position open until filled
Anticipated starting date is ASAP**

EDUCATION CONNECTION IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.

A copy must be posted in EDUCATION CONNECTION's Danbury and Litchfield Offices.
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