



Internal/External Instructor - LINC CLB 5 PM Shift, Surrey Location

At MOSAIC, we take pride in having a supportive, diverse, and inclusive workplace where employees can trust that their ideas and contributions are valued. We were recognized in the [2019 List of Best Workplaces™ in Canada \(100-999 employees\)](#) and the [2020 list of Best Workplaces Managed by Women](#) by the Great Place to Work® Institute. With over 45 years of experience, we're one of the largest settlement organizations in Canada engaging 350 staff and more than 600 volunteers. Our employees benefit from incorporating many diverse perspectives, taking part in training and career growth opportunities. Come join a vibrant organization and make a difference in someone's life today!

MOSAIC is seeking a positive, student-centered, and results-oriented LINC 5 Instructor to work PM shifts in an online learning model with potential to teach on site at MOSAIC Surrey Newcomers' Centre and Migrant Worker's Hub in the Fall as dictated by BC Public Health Authority. The position will be fixed term for one year.

POSITION: Instructor – LINC CLB 5, PM

DEPARTMENT: Employment, Language, & Social Enterprise Services

POSITION FUNCTION: Under the direction of the Manager and the Instructional Developer, the LINC Instructor provides administrative and student services support for the English Language Centre. The LINC Instructor's key responsibilities include preparing curriculum materials and delivering ESL instruction under MOSAIC curriculum guidelines and using MOSAICA e-learning tools to facilitate synchronous and asynchronous instruction. Other duties include creating a welcoming and encouraging classroom environment both in person and online, maintaining student attendance records, planning for class field trips, guest speakers, and special events, and assessing and evaluation students using Canadian Language Benchmark (CLB) indicators and Portfolio Based Language Assessment (PBLA).



QUALIFICATIONS:

- Undergraduate degree and a TESL Canada recognized Certificate or a clearly documented equivalent required
- Minimum 2 years of experience teaching adult ESL, particularly using student-centered, participatory methods required
- [CLB Bootcamp](#) certificate or equivalent training required
- Community-based, settlement and Literacy ESL experience an asset
- demonstrated knowledge of CLB and PBLA an asset
- Experience facilitating in an online environment required
- Excellent oral and written communication and listening skills required for understanding and communicating effectively with diverse communities
- Strong competency in digital literacy using collaboration tools, e-mail, word processing programs, presentation programs and learner management systems
- organization and time management skills required to prioritize work and juggle multiple tasks and conflicting priorities with short timelines
- Supervise and direct the activities of volunteers, ensuring a supportive and productive environment for both students and assistants
- tactful, versatile, and flexible; sensitive to and understanding of the needs of adult immigrant learners; attitudes and values in keeping with MOSAIC's vision.
- Current and satisfactory Criminal Record Check required

HOURS:

Part-time (17.5 hrs/week)

LINC Instructor – LINC 5- PM. Monday to Friday

Fixed Term Contract: April 6, 2021 to March 11, 2022

STARTING PAY:

Annual salary based on experience and qualifications.

A competitive benefits package is provided with contracts of at least 1 year in length which offer a minimum of 17.5 hours of work per week.



RESUMES TO: MOSAIC Hiring Team
Attn: Hiring Team
linc@mosaicbc.org
Please apply via-email. Reference **“Your Name – LINC 5 PM Instructor, Surrey”** in the subject line of your application and submit your cover letter and resume in PDF/Word format.

DEADLINE: March 26, 2021- 5PM

POSTING DATE: March 12, 2021



MOSAIC is committed to promoting equal employment opportunities for all members of the community