

## Internal/External Job Posting **LINC Instructor (Scarborough Centre)**

TCCSA is seeking a **LINC Instructor** who is passionate about teaching and can make learning interesting and fun for their students. The LINC Instructor is responsible for the provision of instruction in English as a Second Language and life skills required by newcomers to Canada, following a curriculum which is adapted to the needs of newcomers.

The details of the position are listed as the followings:

<b>Job Title:</b>	LINC Instructor ( <a href="#">File #13 - 24</a> )		
<b>Location:</b>	In-person at TCCSA - Scarborough Centre (325 Bambergh Circle, A107, Toronto)		
<b>Levels and Working Hours</b>	12.5 hours/week -	<b>Posting Date:</b>	June 12, 2024
	CLB 2/3: M – F      12:30 pm – 3:00 pm	<b>Closing Date:</b>	July 2, 2024
<b>Salary:</b>	\$41.96 per hour	<b>Start Date:</b>	September 2024

### **Responsibilities:**

- Design, implement and instruct LINC learners based on the CLB and PBLA Guidelines, both in-person and online;
- Design PBLA-based module plans as well as daily lesson plans following the Revised CLB 2012 and the LINC Curriculum;
- Provide computer-assisted instruction using language learning software & websites to complement theme-based lessons;
- Design assessment tasks for ongoing evaluation of learners' progress based on the Canadian Language Benchmarks and PBLA guidelines;
- Prepare learners' progress reports and conduct one-on-one interviews with learners to provide feedback on learning progress;
- Adhere to the assigned class schedule and work cooperatively with Program Coordinator, Program Assistant, the Lead Teacher and other teachers to maintain program quality;
- To maintain good attendance ratio to meet funding requirements;
- Assist in program-related activities and/or tasks assigned by the LINC Program Coordinator.

### Qualifications:

- ✓ Canadian university degree or equivalent;
- ✓ TESL Ontario certified;
- ✓ Completion of Portfolio-Based Language Assessment (PBLA) training and Canadian Language Benchmarks Boot Camp;
- ✓ Preference will be given to candidates with a minimum of 2 years of experience in teaching all levels of adult ESL/LINC classes;
- ✓ Good knowledge of PBLA and CLB standards, and proficiency in HARTS;
- ✓ Knowledge and experience in Avenue, and/or other courseware. Avenue Stage 2 or above certification is a definite asset;
- ✓ Ability to work independently with excellent organizational and time management skills;
- ✓ Ability to assess language competence of adult participants using the Canadian Language Benchmarks;
- ✓ Proficiency in supporting learners remotely via phone or online tools and resources;
- ✓ Experienced in Microsoft 365 and Office environment;
- ✓ A clear, mandatory Vulnerable Sector Screening-Police Reference Check.

### Application Deadline:

Please submit application by **June 28, 2024, 4:00 pm** through email: [recruit@tccsa.org](mailto:recruit@tccsa.org).

Applicants should quote **File #13-24 LINC Instructor** on the application.

We thank those who are interested in this position. Only selected candidates will be contacted for an interview. Regrettably, we cannot accept telephone inquiries.

TCCSA is an equal-opportunity employer. TCCSA welcomes and encourages applications from people with disabilities. Accommodation is available on request for candidates taking part in all aspects of the selection process.