

YMCA of Greater Boston  
International Learning Center (ILC)  
100 Franklin Street, Lower Level  
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Boston, MA 02110  
[www.ymcaboston.org/ilc](http://www.ymcaboston.org/ilc)



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### **Adult ESOL Teacher – 2019-2020**

#### 3 Part-Time DESE Positions available:

6-9pm, Mondays, Tuesdays, and Wednesdays (September – June)

#### 1 English for Immigrant Entrepreneurs Position available:

5:30-8:30pm Tuesday/Thursday or Monday/Wednesday (September – December)

Tobin Community Center, Roxbury Crossing

\$20-22/hour, commensurate with experience

Training and preparation start mid-August, classes start early September

#### Description of Position:

- Teach ESOL to adults of diverse linguistic, cultural, religious, socio-economic and educational backgrounds
- Survey and incorporate adult learner goals into coursework for a student-centered, goal-oriented participatory ESOL class
- Review and track goals and achievements with students, and maintain student portfolios
- Collaborate with Education and Career Advisors to ensure that all students are progressing
- Identify students who need extra support meeting their educational and career goals
- Outline teacher and program expectations to the students clearly at the beginning of each unit
- Prepare and deliver rigorous, engaging, learner-centered lessons according to prescribed curriculum
- Integrate reading, writing, pronunciation, grammar, speaking and listening skills, as well as academic and career readiness skills
- Communicate classroom/student issues to Program Director in a timely manner
- Ensure EFL gains as a result of instruction in accordance with WIOA standards and MELPS

#### Description of Administration:

- Keep attendance records
- Document lesson plans in provided format
- Assist with intake, evaluations and assessments
- Participate in staff workshops and monthly staff meetings
- Complete 12+ additional professional development hours (required for DESE positions)

#### Qualities Needed for Position:

- BA or Master's degree in ESOL, Education or related field + more than 1 years of experience teaching adults
- Familiarity with MELPS and CCRSAE key instructional shifts in ELA
- Familiarity with learner-centered, goal-oriented participatory ESOL
- Sensitive to socio-economic and ethnic minority issues
- Strong communication, inter-personal skills, and classroom management skills
- Able to work independently and as part of a team
- Computer proficiency (i.e. Microsoft Office, SharePoint, navigating the internet)
- BEST Plus and TABE CLAS-E testing certification preferred
- Bilingual a plus

These classes are funded by the Department of Elementary and Secondary Education (DESE) and English for New Bostonians. The classes are for adults.

Send cover letter and resume to Ariana Moir at [amoir@ymcaboston.org](mailto:amoir@ymcaboston.org)