

**JOB POSTING**  
**2016-28-02**

**Computer Instructor**  
**Job Connections for Immigrants Project (JCI Project)**  
**April 11, 2016 – October 7, 2016**  
**13 – week contract**

To provide classroom instruction by developing and delivering curriculum and lesson plans in relation to the project industry specifics.

**Duties & Responsibilities:**

- To create a safe and stimulating learning environment.
- In preparation for class develop, organize and implement a curriculum
- Develop, prepare, and present instructional materials appropriate to adult language learning
- To use a variety of techniques as to varying skills levels
- Assess strengths and weaknesses and adjust lesson plans accordingly
- Evaluate participant progress with appropriate progress testing tools
- Exercise a sense of humor, flexibility, innovation, creativity, sensitivity, patience and persistence as needed when addressing a mosaic of cultures, needs and personalities
- Preparation of information for reports required by Project Supervisor, Agency and Funder
- Submitting participant progress and attendance
- Will report to Project Supervisor
- Will attend staff meetings

**Qualifications and other pre requisites:**

- Bachelor's Degree from a recognized Post-Secondary Institution or equivalent combination of education/experience ANS TESL certification
- Minimum 2 years' experience in an adult ELL classroom
- Strong English language and cross cultural communication skills
- Knowledge of settlement language issues
- Ability to develop teaching materials and activities suitable to the curriculum of a diverse and multi-faceted classroom
- Excellent interpersonal and communication skills
- Second language or languages a definite asset
- Demonstrated ability to work as a team member and independently with minimal supervision;
- Professional integrity, adaptability and flexibility

**Closing Date: April 14, 2016 by 4:00 pm**

TO APPLY

Qualified applicants please e-mail a cover letter and resume with reference to:  
E-Mail: [jobpostings@abbotsfordcommunityservices.com](mailto:jobpostings@abbotsfordcommunityservices.com)

Abbotsford Community Services

2420 Montrose Avenue

Abbotsford, B.C. V2S 3S9

Fax: 604-859-6334

\*Only selected applicants will be contacted. No phone calls please.

***Abbotsford Community Services is an equal opportunity employer.***

*This is an exciting opportunity to work with one of Abbotsford's leading edge community service organizations. <http://www.abbotsfordcommunityservices.com>*