Job Posting

Position Title: Curriculum Developer, Linguistic Equity
Department: Community Innovation
Reports to: Special Projects Manager
Duration: 6 Month Contract (Negotiable)

Summary

The Community Innovation team at Impact North Shore has launched Our Words, Our Wisdom: Addressing Linguistic Racism; a project aimed at implementing decolonized & anti-racist teaching approaches to increase immigrant English language skills & their confidence to use them. The project will consist of designing and piloting English language learning curriculum, tools & resources for use in the LINC class environment and evaluating its impact on newcomers’ attainment of language outcomes and their overall settlement experience.

The Curriculum Developer will work collaboratively with the Special Projects Manager and other team members to develop, vet, and revise a new language learning curriculum in accordance with the project goals. The successful candidate will provide expertise in teaching, learning, and quality improvement in support of teaching English to adult learners programming, in line with decolonized and adult education best practices. The Curriculum Developer will bring experienced knowledge applying sector standards and best practices in curriculum development to support the team in making informed, strategic decisions.

Key Responsibilities

- Work as part of a team to develop and design an innovative language training course curriculum (stage 2) as well as intake and classroom protocols, and learner progress documentation processes
- Develop the program course including lesson content, assessment, practice materials, learner and instructor resources
- Write lesson plans with detailed attention to learning goals, success criteria and differentiated learning activities that are suitable for both blended and classroom delivery
- Create assessment and evaluation products with appropriate exemplars that reflect the principles of PBLA
- Work with an evaluation consultant to support the design, implementation and assessment of activity evaluation & feedback tools; synthesize data to produce reports and information resources / fact sheets
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- Support the vision, mission, values and strategic direction of the project, and contribute to a positive, supportive and learner-focused team environment of high performance, respect, trust, collaboration and continuous improvement; embrace diversity and foster inclusion.

Key Competencies

- **Values.** Behaves consistently with clear personal values that complement Impact North Shore’s values of excellence, diversity, and respect.
- **Integrity & Ethics.** Ensures integrity in personal and organizational practices. Contributes to a respectful and client-centered workplace.
- **Innovation.** Thinks creatively; is open to new ideas and technologies. Is committed to developing effective and new approaches to service excellence. Is flexible and adaptable to meeting changing demands of clients, funders, and other stakeholders.
- **Accountability.** Accepts a culture of accountability; takes personal ownership. Is self-aware and demonstrates a commitment to ongoing learning and continual improvement.
- **Engagement.** Shows passion for the job engages people in delivering results.
- **Effective Communication.** Fosters open communication, listens to others, speaks effectively, and prepares written communication so that messages are clearly understood.
- **Organized & Efficient.** Plans ahead and works in a systematic and organized way. Follows directions and procedures and ensures deliverables are meet on time and according to agreed standards.
- **Strategic Thinking.** Has a vision for the future, builds plans, and makes decisions to get there. Aligns delivery with the strategic directions of Impact North Shore.
- **Results Focused.** Action-oriented. Maximizes organizational effectiveness and sustainability. Aligns people, work, and systems to meet objectives.

Qualifications:

- Related University Degree: TESL or equivalent
- Experience in teaching LINC program, including experience in outcomes-based education and the design of adult education learning outcomes and curriculum education and PBLA, is an asset
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- Experience with adult education philosophy, including respect for the work and life experience, brought to the classroom by the adult learner
- Understanding of current language training models, trends, challenges and opportunities
- Knowledge of and experience in the application of relevant sector standards, legislation, and approval bodies and their scope
- Knowledge of evaluation concepts and methods
- Highly developed writing, editing, presenting and facilitating skills
- High level of critical and logical thinking, attention to detail and research and analysis skills
- Strong communicating, writing, editing, presenting, facilitating and interpersonal skills
- Demonstrated ability to take initiative, step outside of your comfort zone and embrace learning through action
- Understanding of systemic racism and equity as it relates to English language learning
- Comfortable working with a variety of computer software applications and has the ability to learn and adapt to new technologies as needed
- Ability to identify barriers to access and inclusion for a diverse learner population
- Ability to develop/ maintain positive relationships among diverse internal/external partners
- Ability to speak multiple languages is considered an asset, but not required
- Familiarity of and/or lived experience of diversity, is considered a strong asset

We strongly encourage applications from IBPOC, LGBTQ2S+ people, im/migrants and newcomers, and other underrepresented communities.

Additional Information

Hours: 21-28 hours / week

Salary Range: $29 - 33 per hour

Application Deadline: March 4, 2022*

*Interviews will be taking place on a rolling basis. Early applications are encouraged.

Please submit resumes and cover letters via email to hr@impactnorthshore.ca using “Curriculum Developer (Linguistic Equity)” in the subject line

Impact North Shore, formerly North Shore Multicultural Society, is an Equal Opportunity Employer. Only short-listed applicants will be contacted. No phone calls please.