

Language Instructors (Casual Positions) (13383)

Closing date: December 31, 2025

URL: <https://successbc.bamboohr.com/careers/773>

At S.U.C.C.E.S.S., you will be able to grow and develop alongside a diverse team of professionals and enjoy great benefits and perks. Experience what it is like to join a purpose-driven organization and make meaningful contributions to our community. Explore our amazing new opportunities.

- **Division:** Integrated Services for Newcomers
- **Program:** Settlement & Family Services - ISIP
- **Employment Type:** Casual
- **Number of Positions:** Multiple Positions
- **Compensation:** \$31.24 - \$32.18

We are currently recruiting for casual Language Instructors for the following locations:

- S.U.C.C.E.S.S. Pender Service Centre
- Fraser Service Centre
- Richmond Service Centre
- Richmond Language Site 2
- Burnaby Service Centre
- Surrey-Delta Service Centre
- South Surrey Service Centre

About the Position:

Language Instructors are responsible for delivering Canadian Language Benchmark (CLB)-based settlement English language services for newcomers to Canada according to Immigration, Refugees, and Citizenship Canada (IRCC) established language training outcomes. This position is responsible for planning lessons that utilize and adapts classroom materials for teaching. Language Instructors are also responsible for setting up field trips, inviting guest speakers, and providing referrals to community resources for students when needed.

Reports to: Program Coordinator

Key Duties & Responsibilities:

- Develops daily lesson plans for newcomers to learn English in a practical manner that can be applied in real-world contexts
- Develops long term (monthly or longer) unit plans based on S.U.C.C.E.S.S. in-house curricula, core framework, and LINC Curriculum that are aligned with the CLBs
- Submits unit summaries and assessments



- Teaches classes in accordance with IRCC Language Training Outcomes
- Provides education on values such as diversity and inclusion
- Engages students to facilitate dialogue and learning
- Delivers courses and programs via various formats, such as in-person classroom and online settings
- Maintains and submits accurate records, including attendance sheets and progress reports
- Ensures student progress is tracked effectively and accurately
- Implements and incorporates Portfolio Based Language Assessment (PBLA) practices and Assessment for Learning principles as directed
- Disseminates class or program evaluation materials
- Identifies and communicates student/client needs and issues to the supervisor for follow-up or referrals
- Contributes to the Tutela (IRCC online community of practice) platform
- Other related duties as assigned by the supervisor

Education, Training and Experience:

- Bachelor's Degree in Education is an asset
- TESL Canada and/or TESOL certificate or equivalent certification
- Minimum of 600 hours English Language teaching experience or completion of a supervised teaching practicum as part of a TESL/TESOL training program
- Minimum of 1 year adult teaching experience
- Experience in settlement/adaptation services is an asset
- Experience in the social services sector is an asset
- Experience with multicultural clientele and immigrant related services
- Knowledge of community resources for newcomers to Canada
- Knowledge of intercultural and social issues
- Knowledge of CLB-based language programs (ELSA/LINC)
- Knowledge of basic principles of classroom crisis management

Job Skill and Abilities:

- Excellent written and oral communication skills
- Additional languages are considered an asset
- Excellent interpersonal skills
- Excellent technical skills in MS Office, online learning platforms and web-based applications
- Excellent technical skills in classroom equipment, such as smartboard and document camera technology
- Excellent course and lesson planning, time management and organizational skills
- Ability to work independently and as a part of a team
- Ability to apply CLB level, skill areas, and competencies to daily and monthly plans - Ability to partake in continual professional development
- Ability to partake in continual professional development



S.U.C.C.E.S.S.

About S.U.C.C.E.S.S.:

S.U.C.C.E.S.S. is a multicultural social services agency and registered charity located on the unceded Coast Salish lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Səlíl̓wətaʔ/Selilwitulh (Tsleil-Waututh) Nations. S.U.C.C.E.S.S. has been helping Canadians and newcomers to achieve their full potential on their Canadian journey since 1973. We are one of the largest social service agencies in Canada, with offices in BC, Ontario and internationally/abroad. We offer programs and services in the areas of immigration, newcomer settlement, English-language training, employment and entrepreneurship, family, youth and seniors programming, health education, community development, affordable housing and seniors care.

At S.U.C.C.E.S.S., we take care of our communities and our people!

Our staff is the source of our success and we make it a priority to ensure work-life balance for our staff. We offer a range competitive and comprehensive benefit packages to ensure the well-being of our staff. Subject to the type of employment, benefit packages may include:

- paid time off 'monthly wellness days' (up to 12 days per year)
- additional agency holidays (2 additional statutory holidays)
- 3 weeks annual vacation (starting) and up to 7 weeks (maximum)
- company-funded pension (GRRSP)
- extended health & dental plan
- employee & family assistance programs
- access to wellness programs (such as subscription to Headspace) , and more

S.U.C.C.E.S.S. is an equal opportunity employer. We are dedicated to building an inclusive environment that embraces diversity of thought, backgrounds and experiences. We are committed to the equitable treatment of all individuals and will continue to embed diversity and inclusion principles within our policies, procedures, services, and activities.

While we appreciate all applications, only those selected for an interview will be contacted.

