

## **Join the team of the only multi-lingual and francophone college north of the 60!**

Position to be filled: **LINC Instructor**  
Location: **Yellowknife**

### **Who are we?**

The Collège nordique francophone (CNF) is in full development and is multiplying its initiatives to meet the needs of the employment market in the Northwest Territories. Since 2019, CNF has been offering the LINC program and is the only provider for language training in the Northwest Territories. In the coming years, we are looking to enhance our post-secondary, language and continuing education programs. To achieve this, we need to expand our team of motivated, dynamic and dedicated professionals.

### **Why CNF as a career of choice?**

Working at Collège nordique francophone is a career move in an environment that encourages people to communicate their ideas and take on challenges. The combination of creativity, diversity, commitment and pride are the values that make us a quality educational institution and an employer of choice. In 2019, the CNF received an Employer Recognition Award for the employment of newcomers from Immigration, Refugees and Citizenship Canada. This year, CNF received the Minister's Culture and Heritage Award for its outstanding leadership in the North to build awareness about the importance of promoting, preserving and celebrating our unique cultures and ways of life. We also offer competitive salaries and professional development opportunities, as well as generous vacation time.

Working in Yellowknife means experiencing linguistic and cultural diversity on a daily basis, in a territory that has no less than 11 official languages. Our unparalleled lifestyle combines the outdoors, adventure and culture. Most of us live within ten minutes of our workplace, overlooking some of the most beautiful scenery in Canada, in a community ideal for young families with all the services and advantages of a capital. This lifestyle has a name: nordicity.

### **Working as a LINC Instructor**

Reporting to the Executive Director, the incumbent will be specifically in charge of teaching English (Canadian Language Benchmarks 1 to 8), and language skills development to a diverse clientele of adult newcomer learners, while increasing their understanding of Canadian local, social, workplace and cultural norms. S/He will monitor students' progress through the components of portfolio-based language assessments (PBLA) and provide feedback to students informally on an ongoing basis and formally through student progress reports.

### **Main Responsibilities**

- Designs and delivers lessons based on the LINC program curriculum at an appropriate level for adult learners attending the class
- Teaches English language and learning skills using a variety of instructional techniques, in person and virtually
- Delivers a curriculum that advances a newcomer's understanding of life and work in Canada

- Implements all aspects of Portfolio Based Language Assessment (PBLA) and maintains monthly evidence of advancement as well as all other student-related information
- Keeps abreast of current ESL and online teaching techniques and LINC program developments by participating in internal and external PD events; shares learning with colleagues through staff meetings and internal PD as required and assists with goal setting for the program by sharing information and resources
- Enters attendance records into computerized database (iCare system) daily. Submits required monthly reporting documents in a timely manner.
- Organizes field trips

### **Qualifications**

- Must have the correct permits to work in Canada
- Completion of a Bachelor's Degree in Adult Education, Education or related field
- Recognized TESL certification or equivalent
- 1-3 years' experience teaching English as a second language to adults
- Knowledge and experience working with the Canadian Language Benchmarks (CLB) and Portfolio Based Language Assessment (PBLA)
- Knowledge of French would be considered an asset
- Criminal record check required

### **Skills and Abilities**

- Strong ability to work in a team while being self-directed and able to teach with limited supervision
- Above average ability to use Zoom, MS Programs such as Word, Excel, and PowerPoint
- Knowledge of settlement issues and familiarity with educational resources for immigrants
- Skilled at teaching EAL curriculum and developing lesson plans
- Ability to work effectively in a culturally diverse environment
- Strong organizational and interpersonal skills
- Excellent written and verbal communication skills
- Ability to meet deadlines
- Ability to research and develop a good understanding of the local community and resources for newcomers

### **Terms and conditions of employment**

**Salary:** Competitive salary

**Time off:** 2 weeks during the CNF holiday season, plus twenty days in August

**Start date:** August 30, 2021

**Deadline for applications:** April 25, 4:00 PM MST

If you want to find out more about CNF, visit [www.college-nordique.com](http://www.college-nordique.com). If you are interested in applying, please send your curriculum vitae and covering letter by email to [carrieres@college-nordique.com](mailto:carrieres@college-nordique.com). We thank all applicants; however, only those shortlisted will be contacted for an interview.

**The College promotes equal access to employment**