**CALL FOR INTEREST**

**Academic Teacher – Adult Learning**

Saint John Kings Adult Learning Inc. will have several full-time and part-time Academic Teaching positions opening up between Saint John and Sussex in September 2023.

SJKAL is a non-profit organization providing learning opportunities to adults throughout the region. Our classes are small (approximately 8 learners) and teaching is individualized to best meet the learner’s needs. We focus on enhancing reading, writing, math, and digital literacy (computer) skills to assist adults (age 18+) in their preparation to write the GED Tests, continue with further training, and/or improve their employment opportunities.

**Position Requirements**

* Available to work the hours as identified
	+ - Part-time - supply and/or evenings to meet business requirements (Sussex & Saint John)
		- Full-time – teaching academic classes in the greater Saint John area.
* A Bachelor or Masters of Education, and/or a Certificate, Bachelor or Masters of Adult Education
* Experience teaching reading, writing and math skills (basic & intermediate levels)
* Experience teaching adults
* Excellent communication and people skills.
* Ability to facilitate both individual and group learning.
* Ability to use a variety of teaching/learning strategies to engage learners with diverse learning needs and styles.
* Demonstration of expertise/skills in digital literacy for email and online courses and teaching resources.
* Self-motivated and able to work alone, within Program guidelines.
* Completion of criminal record check and relevant references.
* Must be legally able to work in Canada

**Summary of Duties:**

* Deliver the curriculum provided by the WorkingNB Branch of Post-secondary Education, Training and Labour (PETL).
* Conduct intake assessment of learners to accurately assess skill levels.
* Ensure necessary materials/resources required for program operation are available.
* Complete administrative documents/online program requirements as needed.
* Plan, organize, supervise and execute learning activities.
* Refer learners to appropriate and available resources when necessary.
* Attend meetings as required & professional workshops when required.
* Complete and/or update WorkingNB’s Adult Learning System on a regular basis.

**If you or anyone you know is interested in this position, please forward a resume and cover letter to: Shilow MacDonald, Executive Director at** **EDSJKAL@gmail.com****.**

**Visit our website at** [**www.sjkingsadultlearning.ca**](http://www.sjkingsadultlearning.ca)