Open Position: Adult ESL Instructor for Citizenship and Civics: Part-Time

HopeWorks has an opening for an Instructor of Citizenship and Civics who excels in leading engaging classroom lessons; is experienced in conducting interactive classes; and has the ability to use and teach civics and citizenship to aspiring citizens. Part-Time Instructors are responsible for preparing for and teaching classes, maintaining and reporting accurate attendance records, and maintaining contact with students for the duration of the class cycle. Hopeworks promotes a collaborative environment, so willingness to contribute to and learn from a team is a must!

To be a successful AESL citizenship integration instructor, you should have an understanding of data-based instruction, strong understanding of the structure of the English language, ability to relate and build rapport with people of diverse backgrounds, and proficiency with computers and software, such as G Suite, Google Classroom, and Promethean Boards. You should also be able to differentiate instruction based on student needs and integrate skills and content to deliver cohesive integrated lessons. Problem solving skills and the ability to handle high pressure situations while maintaining focus on serving students are very important in this position. You should be flexible, efficient, organized, have excellent interpersonal skills, and be capable of solving problems.

You must be available to teach 2 nights (5:30-8:30) per week.

Required Education and Experience:

Required:

Bachelor’s degree in business administration, management, public administration or closely related field from an accredited college or university.

Three (3) years’ experience as a job developer, career counselor, or employment specialist.

Ability to work evening hours.

Familiarity with community resources necessary for program success including governmental, private and faith-based organizations.

Rate of Pay: $22 per hour

About Hopeworks:

Hopeworks helps people in Memphis and the Mid-South find meaningful employment through three main programs: Adult Basic Education helps people access essential educational opportunities, including high school equivalency degrees and English language courses. Employment Services work to eliminate restrictive barriers and aid Memphians as they pursue viable, passion-filled career opportunities. Holistic Reentry provides life-breathing counseling support, mentorship, technical education and career pathways to Memphians pre- and post-release from prison.