
Job Title	ESOL Instructor
PVN ID	NY-2504-006780
Category	Instruction and Social Service
Location	NYC COLLEGE OF TECHNOLOGY
Department	Continuing Education
Status	Part Time
Hourly Rate	\$50.00-\$55.00
Hour(s) a Week	8.00-15.00
Closing Date	Jun 02, 2025 (Or Until Filled)

General Description

The Adult Learning Center has immediate openings for ESOL instructors during its April-June spring cycle. Instruction will be provided in-person at City Tech in Downtown Brooklyn or at partner locations on the Lower East Side of Manhattan.

Under the supervision of the Program Coordinator and Assistant Director of Education Programs, the ESOL Instructor will provide instruction to ESOL students placing in beginner to advanced class levels.

Teaching schedules are Monday, Wednesday, Friday from 9am to 1pm and Monday, Wednesday, Thursday from 6pm to 9pm. Other schedule configurations to be considered depending on enrollment. Continuation of teaching assignment beyond June is contingent on renewed funding.

Other Duties

- Develop theme-based, contextualized lessons to produce a high quality English curriculum for adults
- Create a student-centered, engaging learning environment, as required by CUNY
- Evaluate student progress and provide feedback
- Administer student testing, including Best Plus, Best Literacy, and TABE - New York State Education Department mandated assessments
- Maintain attendance records and work collaboratively with the case manager and office staff to promote student engagement and address individual needs
- Participate in relevant professional development activities
- Other duties as assigned

Qualifications

- BA or BS in education or related field
- TESOL or similar certification preferred
- Minimum two years related teaching experience, preferably in grant-funded literacy programs
- Experience creating thematic, content-based curricula
- Best Plus certified or available for New York State Education Department RAEN training
- Proficient at integrating technology into lessons
- Excellent interpersonal, writing and oral communication skills