



Deny the ordinary.

Do extraordinary things at Portage College.

College Prep Instructor - English

Faculty of Education and Cultural Arts

Location: Flexible as courses are instructed online

Position type: Casual position

Salary: Commensurate with education and experience

Job number: 17-INSTR-35-PC

Posting date: July 5, 2017

Closing date: Until suitable applicant is found

ABOUT THE POSITION

Portage College is looking for a highly-motivated and engaging instructor to teach in our College Prep program English 10-2 and English 20-2. Responsibilities include:

- Distance education instruction.
- Prepare and deliver subjects.
- Manage and evaluate student progress in the program.
- Other duties as required.

QUALIFICATIONS AND EXPERIENCE

- Bachelor of Education with a major in English.
- Previous experience instructing adult learners at a post-secondary institution in an online environment would be beneficial.
- Excellent communication and organizational skills and the ability to work with minimal supervision.
- Knowledge or experience with Moodle or other Learning Management System would be an asset.
- Strong computer skills, especially with MS Office, is essential.
- Dynamic and flexible teaching style to work with a variety of learners.

ABOUT OUR COLLEGE

Portage College has been serving the region for nearly 50 years and is a first choice post-secondary institution for learners in northeast Alberta. You will find that we are a college that combines quality with innovation. In fact, Portage College is considered a leader when it comes to providing students with a flexible first-class educational experience. We offer a wide range of programs in business, health and wellness, human services, university studies, food sciences, trades and technical, native arts and culture, and in academics for career and education.

HOW TO APPLY

Portage College is committed to building a skilled, diverse workforce reflective of Canadian society.

If you have the right qualifications, experience and motivation to do extraordinary things at Portage College, we would love to hear from you. Email your cover letter and resume to hr@portagecollege.ca. If you have any questions, call us at 780-623-5747.

Please note we don't accept third-party resume and cover letter submissions.

The College appreciates the interest of all applicants, however, only those selected for an interview will be contacted.