

## INSTRUCTOR, ACADEMICS FOR CAREERS AND EDUCATION

Faculty of Education and Cultural Arts

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| <b>Location:</b>      | St. Paul or Lac La Biche campus            | <b>Job number:</b>   | 24-010  |
| <b>Position type:</b> | Full-time term until June 2025             | <b>Posting date:</b> | July 5, 2024                                  |
| <b>Salary:</b>        | Commensurate with education and experience | <b>Closing date:</b> | Will begin reviewing resumes on July 15, 2024 |

### ABOUT THE POSITION

Portage College is looking for a highly motivated and engaging instructor to teach courses in math and science in our Academics for Careers and Education (ACE) department at the St. Paul or Lac La Biche campus. As part of the Faculty of Education and Cultural Arts, this position has the primary responsibilities of:

- Theory and practical instruction in the College's Academic Upgrading program.
- Preparation and delivery of assigned subjects.
- Assist with curriculum development and/or revision.
- Develop exams, quizzes, and other evaluation material for students.
- Managing and evaluating student progress in the program.

### QUALIFICATIONS AND EXPERIENCE

- Bachelor of Education with a major in math or science.
- Previous experience instructing adult learners at a post-secondary institution would be beneficial.
- Experience instructing math and science.
- 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.
- Successful applicant will be required to provide a current police information check.

### ABOUT THE COLLEGE

We acknowledge that Portage College's service region is on the traditional lands of First Nation Peoples, the owners of Treaty 6, 8 and 10, which are also homelands to the Métis people. We honour the history and culture of all people who first lived and gathered in these lands.

Portage College has been serving the region for 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 health and wellness, business, human services, university transfer, food sciences, trades and technology, 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](mailto:hr@portagecollege.ca). If you have any questions, call us at **780-623-5747**. Please note we do not 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.

