



THE WELCOME PROJECT
Education and advocacy with immigrant communities

English For Parents Teacher Job Description

General Description: Medford Public Schools in connection with The Welcome Project provides English classes for parents of children in the school district in order to improve and enhance their ability to engage in their children's learning and school success. The English For Parents program includes basic language skills with an emphasis on conversation and focuses on promoting family literacy, educational engagement, and self-advocacy. Classes are highly interactive and modeled on principles of popular education.

Job Goal: To provide high quality English for Speakers of Other Languages (ESOL) classes that prepare Medford parents and family members to engage in their children's learning and school success.

Description of Duties:

- Provide high quality ESOL learning experiences for beginner-level adults in person
- Maintain and manage a student-centered classroom environment conducive to adult learning, using a popular educational model that draws from learners' personal experiences and empowers them to feel more confident about engaging with their children's learning and learning environment
- Perform informal intake and ongoing assessment to determine levels
- Other duties as required

Hours:

- Fall semester: October - December 2023, with possibility of renewing contract for spring semester
- Class time: Tuesdays and Thursdays, 9:30am-12:00pm (days of the week somewhat flexible)
- Teaching hours: 5 hrs/week
- Planning hours: 3 hrs/week
- Meetings/Trainings hours: 2-3 hours/month beginning in September or October 2023

Reports to: Director of Family Education & Community Engagement, The Welcome Project

Qualifications:

- Bachelor's in education or 3+ years of relevant experience preferred
- Proficient in English; Bilingual candidates encouraged (particularly Portuguese/Spanish)
- Experience in teaching Adult ESOL with immigrant students preferred
- Experience working with diverse communities
- Excellent interpersonal skills and organizational skills
- Proficiency in using Zoom and teaching virtually (for virtual class teacher)
- Ability to work effectively and collaboratively in a team

Pay: \$30/hour

To apply: Send resume and cover letter to sara@welcomeproject.org