



CAREER OPPORTUNITY

LEARN (Leading English Education and Resource Network) is a non-profit educational organization with a mandate to serve the English-speaking community of Quebec. Its services and resources, offered at no charge, include elementary and secondary level teaching tools and content; professional learning; community, school and parental support; as well as a full range of online services through the LEARN Virtual Campus. LEARN's efforts contribute to student retention, academic success and strong English-speaking communities.

Our Values: Expertise - Knowledge building - Collaboration - Innovation

Position Title: Part-Time contract - Online Self-Paced Teacher - Psychology Secondary 5

Reports To: Director of LEARN's Virtual Campus

Timeframe: August 24, 2020 to June 30, 2021

Description of Position:

The successful candidate will provide online instruction, support, assessment and evaluation for the course: **Introduction to Psychology (626-554).**

The *Introduction to Psychology* course is Self-Paced. In Self-Paced courses, students access a fully developed online course of study through LEARN's secure learning portal. This allows them to move through the curriculum independently, with guided pacing, and the support of a teacher who monitors and regularly communicates with them.

Education and Experience Requirements:

- Bachelor of Education degree
- Valid Quebec teaching licence (brevet)
- Minimum of 5 years teaching experience
- Experience teaching Psychology and/or related courses

Primary Duties and Responsibilities:

- Encourage curiosity and continued improvement
- Help students set goals and work with the class to help them attain these goals
- Work within the existing framework for the course, meeting with students regularly, and supporting student learning
- Keep track of students and ensure they are attending and participating in class work

- Work with student and school facilitators to schedule regular class meetings
- Assess performance by grading work and providing evaluations
- Submit marks and comments at end of each term according to the schedule provided
- Help students one-on-one who need extra assistance
- Enforce administration and school-wide policies
- Participate in teaching team meetings
- Participate in teaching training sessions and stay up to date with current teaching methods, practices and any new knowledge in your field
- Review and update course resources as needed

Knowledge, Skills and Abilities Required:

- Clear, consistent and respectful communicator
- High proficiency in English
- Excellent time management, judgement and decision-making skills
- Excellent collaborator
- Proficient in the subject
- A passion for learning and sharing knowledge with others
- Strong computer competency and open to new technology

Work Environment:

- The successful applicant must be available to complete the required class meetings within the work week of Monday to Friday, 8:30 AM – 4 PM.
- The successful candidate will work from home.
- A computer with reliable high-speed Internet is required. (A computer and peripherals may be assigned to a successful candidate who does not otherwise have access.)

Salary to be discussed with qualified candidates.

Please submit your curriculum vitae and cover letter with two professional references by August 19, 2020 to dconrod@learnquebec.ca .