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| A logo with text on it  AI-generated content may be incorrect. |  **ESOL Tutor - Job Description**  |
| **Title:**  |  ESOL Level 5 Tutor |
| **Work Schedule:** | 12 hours per week: Tuesday - Thursday |
| **Contract Type:** | Casual, Part-time |
| **Rate of Pay:** | €41.17 hourly  |
| **Reporting:** | Education & Integration Manager |
| **Location:** | Spirasi, 213 North Circular Road, Phibsboro, Dublin 7 with hybrid working in accordance with Spirasi Hybrid working policy. |
| **Main Purpose of Role** |
| Spirasi is seeking to appoint a suitably qualified, passionate and dedicated person to deliver English for Seekers of Other Languages (ESOL) level 5 classes. The successful candidate will play a crucial role in providing high-quality QQI English language instruction to adult learners from a range of linguistic backgrounds, many of whom are in highly vulnerable situations. |
| **Main Responsibilities** |
| * Deliver four (4) hours English classes per day on Tuesdays, Wednesdays and Thursdays (two days online and one day onsite).
* Responsible for developing and implementing effective lesson plans, creating a supportive learning environment, and assisting students in their language acquisition journey.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\** **Facilitate 12 hours weekly English Language classes:** Design and deliver engaging and interactive lessons that cater to the specific language needs of adult learners at QQI Level 5, focusing on reading, writing, listening, and speaking skills. Utilize a variety of teaching methods and materials to ensure students' comprehension and progression.
* **Curriculum Development**: Collaborate with other ESOL teachers and Coordinator to develop and update the ESOL QQI Level 5 curriculum, incorporating relevant learning objectives, assessment methods, and learning outcomes.
* **Student Assessment:** Conduct regular assessments and evaluations to track students' progress, identify areas ofimprovement, and provide constructive feedback on their language development.
* **Classroom Management:** Establish a positive and inclusive classroom environment that fosters active participation, mutual respect, and a passion for learning.
* **Support and Guidance:** Provide ongoing support and guidance to students, addressing their individual needs and challenges in language acquisition and forwarding psychosocial needs to the Education Manager.
* **Cultural Sensitivity:** Demonstrate cultural sensitivity and awareness in the classroom, promoting cross-cultural understanding and fostering an inclusive learning environment that celebrates diversity.
* **Technology Integration:** Utilise educational technology and digital tools to enhance language learning experiences, making use of multimedia resources, language learning apps, and online platforms when appropriate.
* **Professional Development:** Engage in continuous professional development activities to stay updated with the latest ESOL teaching methodologies, language assessment techniques, and advancements in the field of language education.
* **Collaborative Approach:** Work closely with colleagues, academic staff, and administrative personnel to support Spirasi’s overall educational goals and contribute to a cohesive learning community.
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| **Person Specification – Knowledge, Skills and Experience Required** |
| **Essential criteria: Essential Qualifications & Accreditation*** Recognised qualification in English Language Teaching (ELT) and experience of teaching adults from asylum seeking and migrant backgrounds across a range of language abilities.
* A minimum of three years relevant teaching experience preferably in the not-for-profit/charity or community sector.
* Proven track record in delivery and assessment of ESOL.
* Excellent communication skills, written, verbal and numerical.
* Appropriate interpersonal skills with the ability to build rapport with colleagues and students.
* Experience in working in a multidisciplinary setting.
* A suitable workspace for remote working.
* Commitment to the mission and ethos of Spirasi.

**Additional Skills & Attributes*** Possesses experience and understanding of cross-cultural work in education.
* Proficient in IT (client management systems (CRM), Word, Excel, PowerPoint, Email).
* Excellent self-care practices.

**Desirable criteria:*** Knowledge of the Adult Education System in Ireland.
* Third Level Qualification in relevant area.
* Experience working with asylum seekers and refugees.
* Experience using Salesforce.
* Experience working with interpreters.
* Knowledge of the international protection system in Ireland.
* Ability to speak another language, e.g. Arabic, French.
* Ability to keep professional boundaries and practice good self-care.
* Excellent ability to represent, to advocate and to network.
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| **Please note*** This job description is not exhaustive; the post holder may be required to take on additional duties relevant to the role and contribute to its development.
* Applicants with qualifications obtained outside the Republic of Ireland must provide evidence of validation by the Irish Department of Education at the time of application.
* Garda clearance is a requirement for all Spirasi staff, both upon hiring and throughout employment.
* Candidates must have the right to work in Ireland at the time of application and for the duration of employment.
* Remote work requires a designated, single workspace in the home or an alternative office.
* All personal data received will be processed in accordance with the Data Protection Acts 1988, 2003, and GDPR (2018) and used solely for recruitment and administrative purposes.
* Spirasi is an equal opportunities employer. Recruitment decisions are based on merit, aligned with job and skill requirements.
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