

RefugeeOne is a not-for-profit organization that provides a full range of services to refugees and immigrants resettling in the Chicago metropolitan area. Every year, RefugeeOne helps more than 3,000 refugees and immigrants from around the world find housing, learn English, acclimate to American culture, develop computer and other employable skills, find jobs, obtain medical care, access the public school system for their children, apply for citizenship, and obtain care for elderly family members.

Position Title: English Language Teacher

Department: Resettlement

Responsibilities Include:

- Develop curriculum, lesson plans, handouts, and homework assignments.
- Teach daily classes
- Administer tests and quizzes.
- Monitor and conduct assessments of student progress.
- Complete monthly attendance reports, and submit program reports in a timely manner.
- Attend department meetings and training as required.

Job Type: Part time

Education/technical proficiency:

- Bachelor's Degree or equivalent in relevant field.
- Strong Computer skills including working knowledge of Microsoft Office, Outlook, Word and Excel.

.Certified ESL/Literacy background, expert teaching ability, experience working with multi-ethnic groups. Highly motivated, flexible and organized.

Salary: Commensurate with credentials and experience

Submit resume and cover letter to Jan Douglas in Human Resources at jdouglas@refugeeone.org
