Oxford English Language Centre, located in Melbourne's CBD, is part of a long-established private education group dedicated to teaching students who will be the leaders of tomorrow. We provide English language studies as well as Years 10–12 High School, Vocational studies and degree level courses through the Oxford Institute of Higher Education.

We are seeking enthusiastic and dynamic sessional English Language teachers to teach international students wishing to develop their English language skills and pursue career and tertiary study pathways. Working as part of a high-functioning and forward-thinking team, you are responsible for teaching engaging and student-focused lessons in General English, English for Academic Purposes, or High School Preparation classes. You are able to work cooperatively with fellow staff to prepare, assess and implement learning programs.

To be successful you should possess a recognised degree and TESOL qualifications and have experience in teaching students with a diverse needs. An enthusiastic approach to using Social Media, eLearning and ICT to support teaching as well as confidence in teaching across a range of levels are highly desirable.

Key Responsibilities:

- Implement engaging and student-focused lessons in English classes
- Administer formative and summative assessments, record assessment data, and prepare student progress reports
- Assist with extracurricular activities such as excursions and community engagement initiatives
- Ensure student academic performance is maximised
- Adhere to company procedures and policies

Essential Criteria:

- Recognised degree and TESOL qualifications
- Strong verbal and written communication skills
- High level interpersonal skills to build positive relationships with students and staff
- Digital Literacy skills and knowledge
- Ability to assess student skills and learning, and implement actions to address student learning needs
- Planning, preparing and implementing meaningful lessons
- Maintaining student assessment data records and preparing student reports
- Participating in a wide range of extracurricular activities
- Working with Children Check

If you have a positive, proactive attitude and are passionate about delivering exceptional and exciting ELICOS programs for students, then we would love to hear from you.

Please email your cover letter and resume to recruitment@ozford.edu.au.

Please note only suitable candidates who meet the essential criteria will be contacted.