

# Sessional ELICOS Teachers

Ozford College of Business

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Ozford 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. Ozford provides English language studies as well as Years 10–12 High School, Vocational Education and Training (VET) and degree level courses through the Ozford Institute of Higher Education.

We are seeking enthusiastic and dynamic English Language teachers to teach international students wishing to develop their English language skills for career and tertiary study pathways. Working as part of a high-functioning and forward-thinking team, you are responsible for teaching engaging and student-focussed lessons in General English, English for Academic Purposes, TESOL, IELTS-Preparation 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 must possess a recognised degree and TESOL qualifications and have experience in teaching students with diverse needs. Highly desirable is an enthusiastic approach to using Social Media, eLearning and ICT to support teaching, as well as confidence in teaching across a range of levels.

### Key Responsibilities:

- Plan, prepare and implement engaging and meaningful student-focussed lessons
- Administer formative and summative assessments, record assessment data, and prepare student progress reports
- Participate in 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
- Current Working with Children Check.

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

Please apply online or email your cover letter and resume to [recruitment@ozford.edu.au](mailto:recruitment@ozford.edu.au).

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

[recruitment@ozford.edu.au](mailto:recruitment@ozford.edu.au)