

Language Instructors for FSL

French as a Second Language (FSL) is offered by the Ontario Ministry of Labour, Training and Skills Development (MLTSD) to permanent residents and naturalized Canadian citizens. In order to be referred to our FSL program, learners are assessed in the four skills: listening, speaking, reading and writing at a CLARS Assessment Centre. The assessment is based on the Niveaux de Compétence Linguistique Canadiens (NCLC). Classes are offered on evenings and weekends.

Position Summary

Instructors are expected to develop and deliver classes using the principles and practices of language teaching and learning reflected in the [NCLC document](#). TCDSB FSL instructors develop daily and unit plans based on the needs and interests of their learners and following benchmark-specific learning outcomes in accordance with the [ELBP Lignes directrices](#). We are seeking candidates who are flexible regarding assigned work hours, locations, modes of delivery (e.g., face-to-face and online), and who are willing and able to teach a variety of language levels.

Please note that our FSL courses are currently being offered entirely online.

Qualifications and Experience

- University degree
- Training in Teaching French as a Second/Foreign Language an asset
- Demonstrated teaching experience in FSL, preferably with adults
- Online teaching experience
- Excellent oral, written and interpersonal communication skills
- Native or near-native proficiency in French
- Professional proficiency in English
- Excellent computer skills, including MS office applications
- A working computer with a functioning webcam and a headset with microphone
- An internet connection strong enough to support videoconferencing
- Working knowledge of the NCLC and ELBP is an asset
- Demonstrated ability to work in a culturally diverse environment
- Commitment to ongoing professional development

Application and Hiring procedure

How do I apply?

TCDSB Teachers

To apply, please download and print our Employment Application Form for Language Instructors: https://assets.tcdsb.org/adulteducation/2355067/Employment_Application_Form.pdf.

Submit the following: (1) résumé and cover letter (in English), (2) two reference letters, (3) OCT Certificate of Qualification and Registration and (4) completed Employment Application Form.

Non-TCDSB Teachers Registered with the Ontario College of Teachers

To apply, please download and print our Employment Application Form for Language Instructors: https://assets.tcdsb.org/adulteducation/2355067/Employment_Application_Form.pdf.

Submit the following: (1) résumé and cover letter (in English), (2) two reference letters, (3) OCT Certificate of Qualification and Registration and (4) completed Employment Application Form. Please note that you do not need to submit credential evaluations and translations of degrees obtained outside Canada, as the Ontario College of Teachers has already examined and evaluated them.

Other Interested Applicants

To apply, please download and print our Employment Application Form for Language Instructors: https://assets.tcdsb.org/adulteducation/2355067/Employment_Application_Form.pdf.

Submit all documents listed on p.2 of the Employment Application Form.

FAQs

Should my résumé, cover letter and reference letters be in English or French?

- Résumés, cover letters and references may be submitted in French. However, an English-language translation must be submitted for each.

What happens after I apply?

- Once your application is received, you will be sent a letter of acknowledgement.
- As determined by the needs of the program, select candidates will be called for an interview.
- If selected for an interview, you will be asked to bring a copy of a lesson plan (written in English) based on the principles of the NCLC.

What happens if my interview is successful?

- After the interview, successful candidates are sent an email outlining the next steps in the hiring process. These include a Vulnerable Sector Screening check and positive recommendations from your references.
- When these steps are complete, your application is submitted to the Superintendent of Education with a recommendation to hire. Once the approval is granted, you will be notified in writing.
- You will then be asked to attend an orientation session where you will become acquainted with department policies, procedures and expectations, as well as available resources and supports. At this point you will be put on our FSL supply list and may be considered for positions as they become available.

What happens if my interview is not successful?

- If you do not receive an email, this means that you were not considered for hire at this round of interviews.
- Applications are kept on file for one year from the date of receipt.

When can I reapply?

- You are welcome to reapply after a year. Please submit an updated résumé and the entire application package.