



# CONVERSATION FRENCH INSTRUCTOR:

## Job Description

**The Lloydminster Learning Council Association**  
*(non-profit organization promoting life-long learning)*

**Position:** Conversational French (casual contract position)

**Reports to:** Program Coordinator

This position will deliver the Lloydminster Learning Council Association's beginner French program.

Conversational French is a 2 hour, 10 week class that meets weekly, at Lakeland College.

1 hour of prep per week is also paid (for a total contract of 30 hours).

This program gives travelers valuable French language phrases to increase their proficiency and instill confidence in day-to-day conversational skills and tasks.

### **Key Responsibilities:**

- Plan and deliver lessons matching learner goals, interests and abilities
- Attend training opportunities/meetings/presentations
- Refer learners to community resources and supports
- Maintain records and complete progress reports (challenges, solutions, successes)
- Set-up and tidy the facility in which the program was held

### **Requirements and Qualifications:**

- Clean Criminal Record Check
- Reliable access to a vehicle
- Fluent in French and English
- Post-Secondary training in Education or Adult Learning experience is an asset
- Ability to tailor program to the needs of the learners
- Able to create a safe, welcoming and warm environment for learners

### **Apply with a cover letter and resume to:**

Lloydminster Learning Council Association

Box 1651

202, 5009 48 Street

Lloydminster, AB/SK

S9V 1K6

hr@lloydlearningcouncil.org

[www.lloydlearningcouncil.org](http://www.lloydlearningcouncil.org)

780-875-5763

**Applications will be accepted until a suitable candidate is found.**

**Only candidates to be interviewed will be contacted.**

**Thank you for your interest!**