

Full-time LINC Facilitator

Columbia College, Calgary

Columbia College is looking for qualified and experienced LINC facilitator(s) to join its full-time LINC program on short-term, limited contract appointments. The role requires facilitating online LINC classes Monday through Friday, between 9:30 a.m. and 2:30 p.m.

The successful candidate will be responsible for preparing engaging online lessons, creating an effective virtual learning environment, and delivering English language instruction to adult newcomers to Canada in line with LINC program requirements. Additional duties include assessing learners' progress, providing ongoing feedback, and maintaining learning portfolios in accordance with PBLA guidelines.

Other expected competencies and skills for this position include:

- Prior experience teaching LINC classes
- Excellent understanding of the Canadian Language Benchmarks (CLBs) and applying them in lesson planning and assessment
- A solid foundation in Task-based Language Teaching (TBLT) approach and strong skill in applying them to lesson planning and assessment.
- Strong communication and interpersonal skills
- Ability to manage time effectively and work independently
- Experience supporting adult learners from diverse cultural backgrounds
- Commitment to professional growth and strong work ethics
- Proficiency with virtual learning platforms such as MS Teams and Zoom for both synchronous and asynchronous instruction

Applicants should have a Bachelor's degree from a recognized post-secondary institution, supported by training in adult education and/or ESL instruction, such as relevant certificates or diplomas. A minimum of two years of experience teaching LINC is required. Experience working with both Stage I and Stage II LINC classes will be considered an asset.

Qualified candidates are invited to submit their resume to Mehdi Soleimani, Manager of Immigrant Centre for Foundational Skills Training at Columbia College. Email: mehdi.soleimani@columbia.ca

Thank you to all applicants for your interest. Please note that only shortlisted candidates will be contacted for an interview.

Additional Considerations:

- **Location:** Working remotely
- **Compensation:** Commensurate with qualification and experience
- **Expected Start Date:** September 29, 2025
- **Application Deadline:** September 5, 2025