

**Seasonal English Teacher
Independent Contract Description**

Start Date: October 5th, 2026

Project Summary:

The English Teacher will prepare for and teach English Classes for 2 hours per week for the period of 9 weeks each season. The English Teacher is responsible for preparing all lesson plans and materials. All classes are held at the CMLC and the CMLC oversees all registration.

The ideal candidate possesses a desire to work with English learners, excellent group management skills, a caring and positive attitude, and has a background in teaching English as a second language. They will provide differentiated English instruction for students from a wide range of cultural backgrounds and English language proficiency levels while creating an inclusive, culturally responsive learning environment that supports English language development. A background check is required.

Each class will involve:

- 18 Contact Hours per season (2 hours per week)
- 11 Preparation Hours per season (A rate of 0.65 hours of preparation is expected for each contact hour)
- 2 Meeting Hours per season

We are recruiting contractors for the following English levels:

- Emerging Beginner English
- Beginner English
- Pre-Intermediate English

Note: you may apply for and teach more than one class.

Compensation:

Compensation is paid as a lump sum per season, at 9 weeks per season.

Range of seasonal lump sum per class: \$835.61 - \$968.44 based on experience.

Commitment:

This Agreement covers two consecutive 9-week seasons.

Season	Start Date	End Date	Duration
Fall 2026	October 5th, 2026	December 12, 2026	9 weeks
Winter 2027	January 11, 2027	March 12, 2027	9 weeks

Primary Tasks:

- Two hours per week of classroom instruction for each level
- Course Teaching Prep Work (printer and paper is available for use at the CMLC's office)
- Communication with participants including and not limited to class reminders, rescheduling and cancellation notice and special event announcements
- Other admin support as needed and mutually agreed upon for the given course and/or project.
- Setting up classroom; returning classroom to previous order

Required skills and experience:

- Bachelor's degree in Education, English, Linguistics, TESOL, or a related field, OR equivalent relevant experience
- At least [1+] year(s) of experience teaching English to adult English language learners
- Demonstrated ability to engage and manage multi-age groups of English learners
- Ability to communicate effectively with participants of varying English proficiency levels
- Friendly, enthusiastic, and positive attitude
- Able to work collaboratively with staff and volunteers

Additional Preferred Skills

- Multilingual
- Prior experience teaching in a nonprofit or community-based program setting
- TESOL, TEFL, or CELTA certificate (or equivalent ESL/EFL teaching credential) preferred

To Apply

- To be considered for this contract, please apply via [Google Form](https://docs.google.com/forms/d/e/1FAIpQLSdjZ-iMaQjIdg_Pj69_vVIfWPFgYh8h9yg9JT B49fcjISpssQ/viewform?usp=header) (https://docs.google.com/forms/d/e/1FAIpQLSdjZ-iMaQjIdg_Pj69_vVIfWPFgYh8h9yg9JT B49fcjISpssQ/viewform?usp=header)

You will need to attach:

1. A résumé/CV
2. Contact information for three references
3. A two-page lesson plan designed for a one-hour class consisting of 8 students and a topic centered on conversational skills for a grocery check-out scenario.