

TRANSCONA LITERACY CENTRE Inc.

(Located in Murdoch MacKay Collegiate)

260 Redonda Street

Winnipeg, MB R2C 1L6

Tel: (204) 224-9099 Fax: (204) 777-0233 E-mail: tlitc@shaw.ca



Adult Literacy Instructor - Transcona Literacy Centre Inc. – Drop-in Stages Program

Education:

- ★ Preferred - teaching credentials
- ★ Priority will be given to applicants who also have experience/training in adult literacy, especially the Manitoba Stages framework.

Skills:

- ★ Excellent verbal and written communication skills essential
- ★ Ability to keep organized, detailed records
- ★ Computer literacy required
- ★ Energetic and motivated

Details:

Part time term: September - June **Hours:** 20 (15 teaching and 5 hours preparation/training per week)

Proposed schedule: (5 classes)

Monday: Afternoon class: 1 - 4 p.m. Evening Class: 5 - 8 p.m.

Wednesday: Afternoon class: 1 - 4 p.m. Evening Class: 5 - 8 p.m.

Friday: Morning Class 10 - 1:00 p.m.

Comments:

Our program has been operating since 1990. This is a new position for the drop-in portion of our literacy program. We plan to increase this position to full time in the next 2 - 3 years. Training will be provided as required. Trained volunteers may be used as teaching assistants.

This is a great opportunity for a new teacher or a teacher who currently wants to work part time. Enter this dynamic field and help people improve their lives.

Apply:

As we will be closed in July and August, please e-mail tlitc@shaw.ca for further details. Please send your resume and cover letter to

Karen Ellis, Executive Director
768 Symington Road
Springfield, MB
R2C 1L6

We will be conducting interviews in early September as we plan to have this program functional as early as possible.