



English Language Teacher

Turkmenabat, Turkmenistan

Issue Date: July 24, 2023

Deadline for Application: **Monday, August 7, 2023 by 17:30pm**

STARTING DATE: September 2023

EMPLOYMENT STATUS: Part-time (5 hours per week), 3-month contract, renewable

Position Description

SUMMARY

The C5 + ONE (Opening Networks through English) English Language Teacher will be involved in a new project that supports English language instruction for young professionals working in the fields of energy and environment throughout Central Asia. The successful candidate will be responsible for providing American English language instruction to program participants and will report to a Lead Adviser, based in Ashgabat, who will provide training and mentoring during the program. Successful candidates will be hired for an initial 3-month contract with the possibility to renew.

RESPONSIBILITIES

- Develop (adapt) and deliver engaging and effective English language lessons to a diverse group of adult learners, focusing on both general English and English for Specific Purposes;
- Deliver lessons that are student-centered, interactive and challenging;
- Utilize a variety of communicative activities, such as group work, discussions, presentations, and role play, to promote active and meaningful learning;
- Create and maintain a positive and inclusive classroom environment that encourages learning and student engagement;
- Design and implement formative assessment to inform future lessons and curriculum;
- Provide regular feedback and support to students, identify areas for improvement, and help learners achieve their language goals;
- Keep up-to-date with new teaching methodologies and technologies and implement these in the classroom as appropriate;
- Use data tools to document attendance and student progress as part of the program's monitoring and evaluation responsibilities; adhere to deadlines set by Lead Adviser for reporting purposes;
- Supply program staff with required data, narrative accounts, and content for publicity according to set deadlines;
- Equip students with materials provided by the program (textbooks) and arrange the return of materials when students withdraw from classes;
- Participate in the training events prior to the start of classes;
- Attend monthly meetings and maintain regular contact with the Lead Adviser and Program Officer regarding monitoring and evaluation and other program-related activities.

QUALIFICATIONS:

- A bachelor's degree and qualification as an English Language Teacher.
- A minimum of 3 years' experience teaching adults English as a Second Language, preferably in a program focused on energy and the environment.
- Strong communication and interpersonal skills.
- Excellent organizational and time-management skills.
- Familiarity with current educational technology and methodologies (e.g. student-centered learning).
- Active participation in relevant professional development events, and ability to attend trainings and workshops.

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APPLICATION INSTRUCTIONS

TO APPLY: Please send your resume/CV as well as a cover letter that includes why you are interested in, and well suited for, the position.

- Your resume/CV should be saved as follows: FULL NAME OF APPLICANT – Resume.doc (for example, if your last name is AMAN AMANOV, the file should be AMAN AMANOV - Resume.doc).
- Your cover letter should be saved as: FULL NAME OF APPLICANT – Letter.doc (for example, if your last name is AMAN AMANOV, the file should be AMAN AMANOV - Letter.doc). File extensions of .docx and PDF are also acceptable.
- Write FULL NAME OF APPLICANT – C5 + ONE English Language Teacher in the subject line of your email.

Please email applications to jobs@americancouncilstm.org indicating C5 + ONE English Language Teacher in the subject line of your email. The application should be received not later than August 7, 2023.

For information, please call (993-63) 50-20-36 or visit our website at <http://americancouncilstm.org/>

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