



1600 S 25th E
Idaho Falls, ID
(208) 524-3000

WEBSITE:
<http://www.cei.edu/hr>

EMAIL:hr@cei.edu

ADVANCED ESL INSTRUCTOR - PM CLASS

Non-Exempt Classification

College of Eastern Idaho

Open for Recruitment: Open until filled. First application review will be held the week of 8/13/18 – interested candidates are encouraged to apply *as soon as possible*.

Salary Range: \$19.75 hourly - Part- Time with no Benefits

Instruction Begins: August 20, 2018

Hours: Monday/Wednesday 7:00 pm to 9:00 pm

Location(s): Idaho Falls

GENERAL STATEMENT OF FUNCTION:

Teach advanced ESL students in English language acquisition related to speaking, reading, writing, and listening.

PREFERRED MINIMUM QUALIFICATIONS:

- BA degree in ESL or a related field
- Formal classroom teaching experience

ADDITIONAL MINIMUM QUALIFICATIONS:

- Prior experience in ESL instruction
- Prior experience with Adult Basic Education.

HOW TO APPLY:

Electronically submit a completed application packet (**in .pdf or Word format**) to hr@cei.edu. The application packet must include the following:

1. CEI Application (located at <http://www.cei.edu/falcons/resources/hr/cei-employment-application-10-2017.pdf>)
2. Cover Letter
3. Résumé or VITA
4. Unofficial Transcripts
5. Three Professional References with direct contact information

Incomplete packets will not be accepted. Official transcripts required upon hire.

For additional questions contact: Human Resources at (208) 535-5495 or by email at hr@cei.edu

AA/EOE/ADA

Hiring is done without regard to race, color, religion, national origin, sex, age or disability. In addition, preference may be given to veterans who qualify under state and federal laws and regulations. If you need special accommodations to satisfy testing requirements, please contact the Division of Human Resources.