



Job Description

Midwest Language Services is now interviewing ESL tutors of adult learners and elementary students in central and south-central Indiana for part-time work (from 1 hour to 16 hours per week) to teach English as a Second or New language to beginners and intermediate-level students (Level A and B on the CEFRL scale).

Day and evening hours available. Please let us know your availability.

Responsibilities

- Arrive at lessons on time or even a little early (5-10 minutes) as punctuality is highly valued in certain cultures. Arriving even a couple of minutes late might be taken negatively.
- Create lesson plans.
- Continually assess student needs.
- Create lesson plans to help students improve their language skills.
- Allow the student to speak at least 50 percent of the lesson time.
- Assign and check homework, as needed.
- Keep track of student attendance.
- Be patient, encouraging, and help students speak and understand English more fluently.

Desired Qualities

- At least two years of ESL teaching experience to adult learners
- Knowledge of a second language (to be able to understand the struggles of learning a second language)
- Professional in appearance, attitude, preparedness, etc.
- Business casual (conservative attire - no jeans, no sandals or open-toed shoes, etc.)
- Able to create engaging lesson plans for expats who need English to communicate with business colleagues and with people in the community for everyday purposes
- Able to drive to the client or to one of our convenient locations
- Extremely punctual

Benefits

- Flexible schedule - set your hours, but then keep those hours regularly
- Motivated learners
- Compensation \$18 - \$25 per hour, depending on experience and other qualifications