The International English Center invites applicants to an open posting to establish and maintain a pool of applicants to fill multiple part-time Lecturer positions, as needed, that work on an 8-week session basis.

The International English Center (IEC), established in 1975, provides an intensive English program especially designed for students who are preparing to enter a college or university in the United States. In the classroom, students learn English via a multi-skills approach, with classes in listening/speaking, reading, writing and grammar each day. Students may also take elective courses that focus on improving certain language skills and learning specialized content. In addition to classes, the International English Center offers cultural, community and sports activities that allow the student to explore U.S. culture in a friendly and safe environment. The IEC operates under the guidance of the Division of Continuing Education, which is a college-level organizational unit of the University of Colorado Boulder.

Salary starts at $50 per teaching hour.

- Teach 4-18 contact hours per week, per session. Sessions are 8 weeks. Teaching includes planning, preparing, and delivering academic English instruction in all skill areas and at multiple levels. The instruction will be consistent with established quality standards and delivered in coordination with colleagues.
- Use innovative approaches to teaching that follow best practices and current research in second language acquisition, experiential and project-based learning, content-based learning, and instructional technology.
- Develop supplemental course materials and share these materials with colleagues.
- Evaluate students’ performance and assign grades based on standardized rubrics and program-wide student learning outcomes.
- Complete and submit in a timely manner documentation such as syllabi, post-syllabi, student level changes, attendance records, course evaluations, and grades.

- Attend all faculty meetings and in-service workshops.
### Minimum Qualifications
- Maintain currency in the field through participation in professional development activities.
- Master’s degree or higher in TESOL, or Master’s degree in closely related field (e.g. Applied Linguistics) with a minimum of 18 graduate credit hours successfully completed in the following areas:
  - Language teaching methodology
  - The nature of language (e.g. linguistics)
  - English structure
  - Second language acquisition
  - Intercultural communication
  - Practicum

### Required Competencies/Knowledge, Skills and abilities
- Excellent proficiency in English
- Outstanding oral and written communication skills
- Flexibility and collaborative approach to work responsibilities
- Experience in at least one of the following areas: curriculum development, test preparation, online teaching, business/professional English, second language assessment, teacher training, content-based instruction, or program administration.

### Desired Qualifications
- Experience teaching in a university-based Intensive English Program

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**Supplemental Questions**

Required fields are indicated with an asterisk (*).

**Optional & Required Documents**

**Required Documents**

1. Resume
2. Cover Letter
3. List of References
4. Proof of Degree (graduate degree unofficial transcript)