

English as a Foreign Language Teacher - Full time

Job Vacancy

Purpose of the position:

The recruited personnel will work 40 hrs per week in the language department of Alliance Française d'Accra. They will be responsible for teaching EFL between 20 and 26 hrs per week, and the rest of the time they will be required to perform administrative and pedagogical duties within the team headed by a coordinator.

The teacher will be responsible for :

- Between 20 to 26 hrs of scheduled classes per week on site or on that of the client
- replacing teachers that are inadvertently absent at the last minute
- occasionally help with the reception during registration periods
- administering student placement tests
- handling and correcting exams (DELFI, DALF, APTIS etc...)
- creating collective educational resources
- tutoring colleagues that are less experienced
- animating various activities (Film club, debates, reading workshops...) according to the educational needs and the promotion of the language school

They will also have to attend the training sessions organized by the Language Department

Required Diplomas :

Bachelor in EFL or Pedagogy of languages ; a Master in EFL would be much appreciated.

Required Competencies :

- Excellent command of English
- Mastery of the CEFR levels and the foundations of EFL didactics
- Prior experience in teaching EFL
- Ability to work in a team as well as independently
- Dynamism, professionalism, open-mindedness, adaptable
- Proficient in the use of computer technology
- Ethical

To apply : **Send your** CV + cover letter to admin.assistant@afaccra.com and copy studies@afaccra.com Site web : www.afaccra.org

Deadline for application: 1st April 2022