

The following Academic position is available

**Tutors for Distance Learning – English Language Support with TESOL or CELTA reporting directly to the Head of Department: Languages**

**This position is part time and is paid per hour and will end November 2019. Tutors may be based anywhere in South Africa reporting to Durban Head Office**

**Job requirements:**

- ✓ Providing English Language support based on TESOL methodology to Distance Learning students whose second language is English
- ✓ Provide Academic Literacy support to Distance Learning students whose second language is English
- ✓ Designing activities to provide English Language support on a regular basis (three times a week) to Distance Learning students whose second language is English
- ✓ Liaising with Distance Learning students and providing assistance with general procedures such as the submission of assignments, use of Turnitin
- ✓ Online marking of written work submitted by Distance Learning students

**Minimum Requirements:**

- ✓ Minimum either a Degree with a particular focus on providing support to English First Additional Language (Second Language) speakers would be an advantage OR a TESOL or CELTA qualification
- ✓ Ability to converse in isiZulu would be an advantage
- ✓ Experience in Tertiary Education an advantage
- ✓ Familiarity with Turnitin and online learning platforms such as Moodle
- ✓ Ability to use WhatsApp to communicate
- ✓ Computer Literate
- ✓ Effective communication and interpersonal skills

Interested applicants are to e-mail a letter of application together with a CV of no more than 3 pages to [hr@embury.ac.za](mailto:hr@embury.ac.za)

NO TELEPHONIC ENQUIRIES will be entertained.

Only short-listed candidates will be contacted.

Embury reserves the right to not fill this position.

Closing Date: 14 June 2019

*Should you not hear from us by 30 June 2019, please accept that your application was unsuccessful*

# Vacancies



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