



Please consider this job opportunity with a CGE partner. Call 770-321-4897 or email [contact@cgedu.org](mailto:contact@cgedu.org) for the application and to ask questions.



**The English Communication Department is currently looking for:**

TE/TESOL/TEFL Instructor

**Qualifications**

The successful applicant will hold a Master's or Ph.D. (preferred) in TE/TESOL/TEFL. The candidate must demonstrate a strong commitment to teaching with at least 3 to 5 years at the university level.

**Classes:**

Each member of the EC is expected to teach 9 to 12 hours each week. Example of classes include:

1. Speech writing
2. Composition
3. Small Group Communication
4. Presentation classes
5. Reading for Specific Purposes
6. Reading for Discussion

**Responsibilities:**

Further to teaching 9 to 12 contact hours, each lecturer is expected to hold 10 offices hours where they are available to meet students and carry out administration duties. Administration duties include:

1. Conduct research and publish in peer-reviewed conferences and journals
  2. Develop course materials
  3. Contribute to curriculum development
  4. Participate in department and University service/activities
  5. Perform other academic and miscellaneous administrative duties
- Application
  - Cover letter
  - Curriculum vitae
  - Academic transcripts
  - Two or more reference letters
  - When applying please state your expected salary