



**Date:** August 15th, 2022

**Title of Position:** Tutor, Lisa Gorman English Language Learning Center (Part-Time)

**Bargaining Unit / Salary Range:** \$25 per hour

### **SUMMARY**

Central Maine Community College seeks English Language Learning Tutors to staff the Lisa Gorman English Language Learning Center beginning in the fall 2022 semester. Tutors are temporary, part-time employees who will help ELL students increase their English language skills in reading, writing, speaking, and listening by providing specific instruction to meet their individual needs in person and via Zoom. In addition to direct contact with students, tutors will complete records of their sessions and maintain the confidentiality of all student-related information. Tutors may also be asked to complete work-related projects as requested by the ELL Coordinator.

### **MINIMUM QUALIFICATIONS:**

The successful candidate will have a Bachelor's degree in English Language-Learning, English Language, Education, or a similar field and experience in the following:

1. teaching or tutoring ELL learners 2. working with people from diverse cultures. Proof of up-to-date COVID-19 vaccination is required prior to the first day of employment, subject to exemptions recognized by law.

### **PREFERRED QUALIFICATIONS:**

Preferred qualifications include a Master's degree in English Language-Learning, English Language, Education, or a similar field and previous experience as an ELL teacher or tutor and/or knowledge of various methods of teaching English to non-native speakers.

**APPLICANT PROCESS:** This position is available immediately and consideration of applications will begin immediately and continue until the position is filled. Please send a letter of application, college transcripts, a current resume including names, addresses and telephone numbers of three references, and a completed CMCC employment application (available at [www.cmcc.edu](http://www.cmcc.edu)) to:

Jennifer Lyons  
jlyons@cmcc.edu  
Central Maine Community College  
1250 Turner Street  
Auburn, ME 04210

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