



## About AMPHS

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The Academy of Medical & Public Health Services (AMPHS) is a not-for-profit health service organization based in Sunset Park, Brooklyn with a triple aim to identify barriers to health and wellness in underserved immigrant communities; coordinate truly needed primary care with social assistance; and deliver care with dignity and empathy to marginalized New Yorkers. Through its community public health interventions, AMPHS lends to the empowerment of individuals and communities to create their own local and culturally-sensitive health and wellness paradigms.

Equally important to promoting disease prevention are our services tackling social determinants of health and barriers to care. Currently, AMPHS focuses on primary programs: health screenings, wellness consultations, care coordination, social services, literacy classes, and immigrant rights education. Together, these services create a safe, open environment where local residents can discuss health and social concerns and seek care without regard to socioeconomic status, ethnicity, documentation status, and any other discriminatory factor.

AMPHS' Adult Literacy Program focuses on providing English language instruction to adults 16 years of age and over. In addition to developing grammar, speaking, reading and writing skills, we enrich student education through experiential learning such as field trips, special events, conversation groups, and workshops on immigrant rights.

Since it was founded in 2010 as an organization run entirely by volunteers, AMPHS has grown to an organization of over 30 dedicated volunteers and staff looking to make a difference in their communities, serving thousands of individuals per year. It is active in various healthcare and immigration coalitions and its work has been featured in renowned media outlets.

For more information, please visit [www.amphsonline.org](http://www.amphsonline.org).

## Position Description

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We are seeking experienced English as a Second or Other Language (ESOL) instructors to teach one of the following ESOL levels: Beginner, High Beginner, and Intermediate. Instructors will be working with immigrant populations primarily from the Latino, Chinese, and Arabic communities of Sunset Park, Brooklyn. AMPHS' ESOL classes aim to empower community members to not only communicate in everyday settings, but to understand their basic rights as immigrants in daily interactions, such as at the doctor's office, the bank, or with a government agency. The ESOL instructor should be able to teach from a student-centered perspective and employ innovative teaching methods and strategies. He/she reports directly to the Coordinator of Literacy, Education and Training Programs.

### Primary Responsibilities:

- Customize instructional materials by building on own training and experience to create high quality lesson plans to instruct adults in ESOL, using an integrated and relevant, student-driven curriculum
- Work with AMPHS staff and partners to integrate teaching topics that empower students to communicate and understand their rights in everyday environments, particularly in healthcare settings



- Personally assess each student's level of ability to ensure appropriate placement and subsequent progress
- Prepare and distribute instructional materials for classroom/homework use
- Manage the classroom effectively to maximize student learning
- Attend monthly staff meetings and work collaboratively with the staff concerning curriculum development
- Communicate with Program Coordinator regarding apparent barriers to student success (e.g., child daycare needs, possible health/housing issues, etc.)
- Provide out-of-classroom support to bolster student learning
- Maintain daily student attendance records
- Prepare reports on students' attendance and progress, as required
- Maintain and update students' learning portfolios
- Coordinate with Program Coordinator regarding next steps in student's progress toward their goals
- Participate in registration at the beginning of class cycles, as needed
- Participate in initial staff training and additional training each program year

**Minimum Qualifications:**

- Bachelor's degree (B.A.) required; Master's degree, TESOL, English teaching certificate preferred
- BEST Plus certification preferred
- Five years' experience serving adult learners and/or teaching ESOL
- Experience in working with immigrant communities
- Appropriate reading, writing, listening and speaking skills in English
- Ability to provide services in a manner sensitive to the backgrounds and cultures of program participants
- Demonstrates commitment to leadership development, community building, and community organizing as strategies for social change
- Bilingual fluency in Spanish, Chinese (Mandarin or Cantonese), and/or Arabic preferred

**Time Commitment:**

- This is a part-time position and begins in January 2019 and ends on June 30, 2019. There are opportunities for an extension of the position beyond this date.
- Each class requires 6-8 hours per week, including 6 hours of instructional time. Instructors may elect to teach more than one class per teaching semester.
- Morning, evening, and/or weekend availability is required, depending on class session assigned.
- Staff meetings and trainings may take place on occasional weekdays (based on instructor availability), evenings or Saturdays.

**Compensation:** Hourly Rate: \$22-30/hour, commensurate with experience

**To Apply**

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Please submit a copy of your cover letter, resume, and certifications (if applicable) to [personnel.resources@amphsonline.org](mailto:personnel.resources@amphsonline.org). Applications will be reviewed on a rolling first-come, first-serve basis until December 31, 2018.



**ACADEMY OF MEDICAL &  
PUBLIC HEALTH SERVICES**

## **ESOL Instructor**

### **Job Description**

#### **Equal Opportunity Employer**

AMPHS is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.