

# HOT BREAD KITCHEN

*preserving tradition / rising expectations*

## **JOB POSTING: ESL AND ADULT BASIC EDUCATION TEACHER**

Hot Bread Kitchen is a non-profit social enterprise bakery that creates professional opportunities for immigrant women. In order to fund our professional training programs, we sell a line of fresh, multi-ethnic breads baked using traditional recipes, inspired by our bakers. We train our bakers in English, business skills, and kitchen math so that they are ready to launch new careers as business owners and culinary professionals.

### RESPONSIBILITIES:

- Design and deliver ESL curriculum to students of varying English language ability
- Deliver instruction within an existing curriculum in basic baking science, basic math, on-the-job communications, resume writing and interviewing skills to students of varying ability
- Work with Training Director to develop instruction to align with and enhance bread baking training
- Deliver dynamic instruction in individual and group sessions
- Prepare and track homework assignments
- Conduct periodic assessments and tests
- Maintain meticulous student records and reporting
- Assist trainees in job searches and applications

### DESIRED SKILLS & EXPERIENCE:

- Minimum 3+ years teaching English as a Second Language
- Master's Degree in Teaching English
- TEFL or TESOL Accreditation
- Excellent interpersonal skills
- Excellent verbal and written communication skills
- Thorough attention to detail
- Workforce Development experience a plus, but not required
- Food industry experience a plus, but not required

### SCHEDULE:

This position is part-time, approximately 20-24 hours per week.

### TO APPLY:

Interested candidates must email their resume and cover letter to [HR@hotbreadkitchen.org](mailto:HR@hotbreadkitchen.org) with “ESL Teacher” and your name (Last, First) in the subject line. No phone calls, please.