

# Call for Tenders

## The Association franco-yukonnaise (AFY) is seeking instructors to provide English Second Language one-on-one classes for adults

### Description of duties

- Prepare and teach one-on-one English as a Second Language (ESL) classes for adults.
- Customize lessons to meet the individual needs and learning styles of students.
- Assess students' proficiency levels at the beginning and end of the sessions.
- Write end-of-session reports and provide recommendations for further learning.
- Adapt lessons to students' proficiency levels (beginner, intermediate, or advanced).
- Deliver a variety of activities focused on writing, speaking, vocabulary, grammar, and conjugation, tailored to students' proficiency levels, skills, and areas of expertise or interest.
- Address questions with clear explanations and relevant examples.
- Proactively communicate with the Education Department regarding room bookings, client follow-ups, and billing.

### Profile

- Experience teaching English as a second language to adults, either one-on-one or in group settings.
- Certificate/Degree in teaching English (an asset).
- Excellent communication skills in spoken and written English.
- Ability to teach classes both in-person and online.
- Strong ability to work independently and take initiative.
- Commitment to excellence and adaptability to diverse teaching situations.

**Terms of contract:** Contractual position. Teaching is mainly conducted in person at the AFY premises in Whitehorse. **Only candidates located in the Yukon will be considered. Candidates must be legally allowed to work in Canada.**

**Salary:** Salary based on experience and qualifications.

Time spent on assessments, preparing learning materials, and attending follow-up meetings is paid.

Logo YG

Send your resume and covering letter in English to [slarfi@afy.ca](mailto:slarfi@afy.ca), no later than October 19, 2025.



### ASSOCIATION FRANCO-YUKONNAISE

The Association franco-yukonnaise (AFY) is a non-profit organization founded in 1982 that actively contributes to the vitality of the Yukon Francophonie. On a daily basis, our team organizes community events, offers various services, and serves as the official spokesperson for Yukon Francophones."