



a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

Continuing Studies

International Preparatory Programs

International Graduate Study Preparation Program
UBC Continuing Studies
5F-2175 West Mall Swing Space Building
Vancouver, BC V6T 1Z4

Program Instructors: Academic Planning

We are currently seeking a part time instructor for the International Graduate Study Preparation Program (IGSPP). This program is for international students who are planning on attending graduate programs in North America or other English-speaking regions.

Participants focus on students' application process toward graduate studies, increasing cultural understanding and awareness, building academic skills (critical thinking, writing and research skills, class participation and presentation skills and time management, etc.) and strengthening communication skills for non-native English speakers. However, these are not ESL programs.

The position is for two classes per week at three hours per class time commitment. The scheduled classes are Monday and Wednesday mornings 9-12 with the option of individual work with students. The position begins May 12, 2014 and is contracted until August 31, 2014.

We are looking for Instructors with the following qualifications:

- Master's or Doctorate from a Canadian institution (preferred) degree plus studies in intercultural communication
- Recognized experience instructing and/or counseling students on their academic path
- Excellent knowledge of the graduate application process in North American universities
- Recognized experience instructing comparative culture
- Minimum of 2 years teaching experience at the adult level with demonstrated classroom management skills
- Demonstrated facilitation experience
- Related cross-cultural work or educational experience both in Canada and overseas
- Effective communication, interpersonal and organizational skills
- The ability to work as part of a team
- Good knowledge of UBC, Vancouver and Canada
- High level of English-language fluency
- Experience with learners of a second language; an understanding of the language acquisition process

This position's availability is dependant on the number of students in the program.

Please send resume and cover letter by April 17, 2014 stating which position applying for as ONE file attachment to:

Mark Wisniewski, M.A.
Program Coordinator
UBC Continuing Studies
E-mail: mark.wisniewski@ubc.ca

We appreciate all responses, however only those being considered for interviews will be contacted.