



# Example of Language Instructor Job Description

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Our innovative and growing company is hiring for a language instructor. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for language instructor

- The Lead Instructor supervises the instruction of other full time instructors within the language department and graduate teaching assistants
- The Lead Instructor will be dedicated to the improvement of the department and be able to provide constructive criticism and helpful solutions to other instructors/GTAs
- Due to multiple training sites some travel may be required for instructors
- The instructor must be fluent in the target language and demonstrate a high level of proficiency in English
- The instructor must have a high level of knowledge in current teaching methodologies and be comfortable with teaching through technology using Video- Conferencing (VTCs), Smartboards, and iPads
- The Lead Instructor conducts monthly performance counseling of all instructors/GTAs
- The Lead Instructor tracks and evaluates the progress of the Indonesian Language Department against goals and objectives
- The Lead Instructor responsible for the conduct of department meetings, curriculum planning/development, material and textbook selection
- The Lead Instructor serves as the key liaison between department instructors, DCLCP leadership, and administrative requirements
- Complete assigned tasks from the Language Department Lead Instructor in a timely manner

## Qualifications for language instructor

- Accommodations and working conditions during OCONUS travel may be austere
- Fort Belvoir, VA and other CONUS locations offer standard U.S. work environments
- Of the Danielson Framework and pass both parts of the summative test prior to the start of supervision
- Native Linguist – Requires native level skills and a Requires B.A./B.S
- Active TS/SCI security clearance with Polygraph must be obtainable
- Speaker with native capability and a minimum ILR proficiency level 4 in reading, listening and speaking in the standard form of the language to be taught and a minimum ILR proficiency level 2 in reading, writing, speaking and listening in English OR a speaker with native capability in English and a minimum ILR proficiency level 3 in reading and listening in the standard form of the language to be taught