



**English Path Head Office**  
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## **JOB DESCRIPTION**

**JOB TITLE:** French as a Foreign Language Teacher

**REPORTS TO TITLE:** Centre and Academic Manager

**BUSINESS FUNCTION/ SUB-FUNCTION:** Academics

**LOCATION:** 36 Victoria St, Toronto, ON M5C 1H3

### **ABOUT ENGLISH PATH:**

English Path is a rapidly growing, global English, German and French language school that empowers students of all ages through language learning and cultural experiences. English Path has expanded significantly since its foundation, establishing modern campuses, and professional learning environments in the UK, Europe, North America, and the Middle East.

We provide a diverse range of courses, including General English, French and German; Academic and Exam preparation, Electives, Pathway programmes and Professional Certificate programmes. Our curriculum is designed to not only encourage students to enhance their language skills, but also facilitates immersion into the local culture through themes which connect the classroom to real-world experiences. We also offer additional ancillary services such as high-quality accommodation, student insurance and transfers.

By joining English Path, you will be immersed in a talented, passionate, and dynamic group of professionals who are focused on one clear vision; to transform lives through education. Find out more about us here: [www.englishpath.com](http://www.englishpath.com).

### **MISSION:**

A world in which every person can communicate using a common language, removing inequality and creating a level playing field. Courses that stimulate and challenge. Students that learn, excel and grow.

### **VISION:**

To create the world's most accessible and innovative language and pathway provider that changes lives through education that makes a fundamental difference to living standards.

### **ROLE PURPOSE:**

As a French as a Foreign Language (FLE) teacher, you will be responsible for engaging students in the learning process to maximise learner outcomes and deliver enjoyable, effective lessons. Courses may include (but are not limited to) General French, DIF, DEF, DALF or TCF. FLE teachers may be assigned to any course depending on their experience and qualifications. You may also be responsible for creating teaching materials, assessing students, planning or leading social programme activities, and delivering professional development sessions.

### **ROLE AND RESPONSIBILITIES:**

- Plan, deliver, and assess student work in line with the course objectives and learner needs, ensuring all learning outcomes are met.
- Keep accurate records of student attendance and complete any administrative tasks as agreed with your line manager.

- Develop, update, and improve course materials as needed.
- Use a variety of teaching methods and resources, ~~including live online learning.~~
- Attend required meetings to support decision-making and maintain effective working relationships with colleagues across different teams.
- Be on-site at least 15 minutes before the start of your first lesson each day.
- Attend regular meetings with the Centre and Academic Manager to set goals and track progress.
- All teachers are invited to attend monthly professional development sessions.
- Undertake other duties as required to support the wider work of English Path Language Schools.

#### **ESSENTIAL SKILLS AND EXPERIENCE:**

- Licence or Master's degree in languages or a DAEFLE qualification
- Minimum Bachelor's degree in any subject
- Demonstrable experience in teaching similar courses
- A structured yet creative approach to lesson planning
- Willingness to continue professional development and support less experienced teachers
- Experience providing support and feedback to learners
- Experience in both online and in-person teaching environments
- Confident use of classroom technology in a creative and effective way
- Professional conduct in all interactions with staff and students and with regards to attire and comportment
- Flexibility and a positive attitude
- Strong attention to detail and accurate reporting
- Ability to keep well-organised student records
- Able to work under pressure, manage workload, and meet tight deadlines
- Self-motivated and able to work independently
- Excellent communication skills
- Ability to work with diverse groups and enthusiasm for working as part of a team

#### **OTHER INFORMATION:**

The FLE Teacher will also be expected to demonstrate their commitment:

- To English Path values and regulations, including equal opportunities policy.
- To English Path's Social, Economic and Environmental responsibilities and minimize environmental impact in the performance of the role and actively contribute to the delivery of English Path's Environmental Policy.
- To their Health and Safety responsibilities to ensure their contribution to a safe and secure working environment for staff, students, and other visitors to the campus.

*This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned.*