40 Wiltshire Drive

KEW Victoria 3101

30 August, 2012

Chair,

Selection Committee

Monash College

APPLICATION FOR SESSIONAL ELICOS TEACHING

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| KEY SELECTION CRITERIAPosition Skills Relevant teaching and supervising experience. Knowledge of modern, successful approaches to ELICOS teaching, learning, curriculum and evaluation.  Highly developed communication skills;  committed to professional development  Ability to be flexible across teaching programs. Flexibility to teach across campuses including Clayton and Bourke Street Interpersonal Skills Team orientation and collaborative work style. Ability to develop and maintain productive working relationships. Commitment to innovation, change and improvementSpecialist Knowledge Demonstrated knowledge of special needs of international students in tertiary education.  **Technical Skills**  Good working knowledge of Microsoft. Excellent knowledge of ELICOS specific software. Ability to use technology to deliver teaching curriculum.    **Qualifications**      Undergraduate degree  TESOL teaching qualification Relevant teaching experience  Experience in developing, implementing and evaluating programs to meet the learning needs of culturally and linguistically diverse students. | **Suzanne Yanko’s experience**  English, ESL, Communication Skills teacher, trainer, lecturer in three countries, in government and private institutions.  Involvement with Monash Foundation studies as curriculum writer, then teacher and assessor for 10 years.  Twenty-year career in media as journalist, online editor, broadcaster, author, sub-editor and consultant. Constant professional development.  Experience in many different ELICOS programs, especially at the foundation and early secondary level, as well as EAP.  Experienced “team teacher”.  Good flexibility for location and hours of teaching.  Glowing references about my contribution to teamwork – and sense of humour under pressure!  Still in touch with many former colleagues, as well as having developed excellent relationships with arts practitioners over the past ten years.  Leadership roles at times of great change for English/ESL in Victoria.  Sucessfully moved to media work through openness to innovation and improvement.  Taught many hundreds of students, both in their home countries, and in Australia.  Homestay host for some years, and “parent” to the daughter of Papua New Guinean friends.  Very good knowledge of Microsoft, internet and purpose-designed software, including in three newspapers.  Managing editor of large website, writer of newsletters as well as regular copy.  Recent experience of technology in classroom in Deakin DUELI courses.  Bachelor of Arts  Trained Secondary Teacher’s Certificate    Grad Dip Multicultural Education  Numerous relevant training/in-service including VCE ESL examiners committees, text selection, writing annual study guides. |