



WESTMAN IMMIGRANT SERVICES

Assisting people from around the world

WESTMAN IMMIGRANT SERVICES

is seeking a creative and innovative individual to join our management team and to lead our ESL/LINC program, our Westman Immigrant Services Language Centre, and to oversee our Language Assessment and Referral Program and CELPIP test centre.

The primary responsibilities of the successful candidate will be to provide leadership in maintaining and growing our ESL program and the Westman Immigrant Services Language Centre.

Essential Knowledge, Skills, and Abilities required:

- Knowledge of best practices in teaching English as an additional language
- Ability to work collaboratively with staff, volunteers, community stakeholders
- Ability to inspire others
- Ability to delegate responsibilities and to empower program staff
- Ability to make decisions and transform them to actionable plans
- Ability to think creatively and solve problems in innovative ways
- Excellent organizational skills
- Excellent oral and written skills
- Relevant post-secondary education

Please send your application letter and resume to info@westmanimmigrantservices.ca or by mail to:

Darlene Kretai, Executive Assistant
Westman Immigrant Services
1001 Pacific Avenue
Brandon, Manitoba, R7A 0J2

Closing date: Friday, June 8th, 2018

We thank all that apply. Only candidates who are short listed will be contacted.