



Conversation Class Facilitator (Term) – #34-25/26 – Dundurn

Great Plains College is hiring for a Conversation Class Facilitator who would be primarily responsible for providing assistance to help newcomers learn conversation, communication and soft skills. The Facilitator is responsible for facilitating listening and speaking activities that will support newcomers as they practice and enrich their English language skills, in a welcoming comfortable group environment.

Start date: January 6, 2026

End date: March 31, 2026

Total Contract Days: 5.5 (equivalent to 33 hours)

Qualifications:

- Excellent communication skills.
- Excellent organizational skills.
- Knowledge of adult education principles.
- Knowledge of and the ability to communicate effectively and cooperatively with people from various backgrounds.
- Ability to assess students' learning needs and to facilitate learning opportunities to meet those needs.
- Ability to innovate and motivate, including a capacity to deal appropriately and effectively with challenges, issues and problems.
- Well-developed time management and organizational skills.
- Willingness to work with individuals from diverse backgrounds.
- Minimum education requirements of this position include a Grade 12 diploma supplemented with one year working in a facilitation or educational context.
- CERTESL certification is an asset.
- ESL teaching and/or knowledge of different cultures will be considered an asset.
- Experience working in cross-cultural learning environments is an asset.

A complete job description and competencies for this position can be found on the Great Plains College website. For additional information, contact Bula Ghosh, Program Coordinator, at 306-778-5477.

Send resume and cover letter, quoting competition #34-25/26 to: gpchr@greatplainscollege.ca. Applications received prior to 12:00 pm on December 8, 2025 will be reviewed for this competition. We wish to thank all candidates who apply, however only those selected for interviews will be contacted.

The successful applicant will be required to complete a criminal background check that is satisfactory to Great Plains College.