



## **Job description**

### **Canadian Securities Course – Live-Online Instructor**

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We have an exciting and challenging opportunity for an experienced professional to join our Continuing Education team.

Ashton College is a post-secondary educational institution located in downtown Vancouver. Our mission is to offer outstanding career training programs and courses to both in-class and online students. Quality control and high standards are paramount to all aspects of our operations.

**We are seeking an instructor to develop and teach a Canadian Securities Course to be delivered LIVE online using our web conferencing platform.**

The financial services industry is undergoing a massive change that is creating new career opportunities for professionals with recognized education and skills. For those just entering the financial services industry, the Canadian Securities Course (CSC) gives students the knowledge and skills that employers demand. For those currently working in the industry, the CSC will enhance existing skills, and enable the provision of the most complete services for clients, helping students excel in their careers.

Our instructors have a passion for their field or industry, as well as an eagerness to share their professional knowledge. If this sounds like you, you may want to consider teaching at Ashton College.

#### **Responsibilities:**

- Creating and delivering instructional content as per curriculum, meeting learning objectives
- Leading interactive lectures and discussions
- Fostering interaction among students
- Administer all assessments
- Grade and check work, projects, and quizzes in a timely fashion according to guidelines
- Follow procedures for administering, recording grades, and filing assessments
- Maintain Attendance records
- Providing students with resources and support
- Attend faculty meetings and training sessions

#### **Qualifications and Education:**

- Fluency in English.
- Experience teaching online in LIVE webinar setting.
- Excellent verbal and written communication skills.
- Confident, engaging, enthusiastic, and dynamic presenter.
- Creating and delivering instructional content as per curriculum, meeting learning objectives.
- Leading interactive lectures and discussions.
- Fostering interaction among students.
- Assigning and grading assignments when required.
- Providing students with resources and support.

#### **Skills/ Competencies:**

- Teamwork

- Accountability
- Communication
- Planning and organizing
- Problem-solving

**This is a part-time contract position. The length of each contract position is determined by the length of the course that the instructor is teaching.**

Please submit your application at [jranauta@ashtoncollege.ca](mailto:jranauta@ashtoncollege.ca)

Job Types: Part-time, Casual

Pay: \$40.00-\$50.00 per hour