# Adult Education Facilitator Application Form For Winter 2014 Session

Centre for Adult Education and Community Outreach (CAECO)
Faculty of Education, Brock University

Interested individuals are invited to apply for a contract to facilitate a course section of an Adult Education course in the Winter 2014 session (Jan. - Apr). Note: A maximum of 2 facilitation contracts may be awarded to a single candidate per academic term.

#### **Duties:**

- 1. Facilitate an undergraduate Adult Education course curriculum as prepared by the Centre for Adult Education and Community Outreach, Faculty of Education, Brock University, demonstrating adult education principles and practices with small-group cohorts. Full-credit courses are 72-hours in duration and elective courses are 36 hours in duration.
- 2. Mark assignments and provide meaningful feedback to learners according to Brock University standards.
- 3. Use a Sakai-based LMS with learners as a hybrid delivery tool for site-based courses or as a complete delivery tool for online courses.
- 4. Liaise with CAECO faculty and staff as required.
- 5. Participate in professional development as recommended by CAECO.
- 6. Work under the requirements set forth in the Program Handbook, Brock University Undergraduate Calendar, with academic oversight from the Director, CAECO, and administrative procedural oversight of the Administrative Director, CAECO.

#### Qualifications:

- 1. Graduate degree from a recognized university required (MEd in Adult Education or equivalent), PhD or EdD preferred.
- 2. Subject matter specialty in the contemporary field of adult education, demonstrated by familiarity with adult education literature and relevant working experience in the field within the last five years.
- 3. Significant experience in facilitation of structured courses with adult students in online or hybrid delivery modes, demonstrated by a minimum of three years of professional experience in an adult learning environment.

## Compensation:

Stipend of approximately \$6067.00 (gross) is provided for facilitation of each full-credit course section. The stipend for facilitating a half-credit elective is approximately \$3033.50.

## Application Deadline:

For consideration for the Winter 2014 term, applications must be received by Sept. 20, 2013.

### Notes:

- \* We appreciate all applications we receive from candidates, however, we will only contact candidates selected for an interview.
- \* Individual contracts of employment granted from term to term do not guarantee subsequent contracts.
- \* The Centre for Adult Education and Community Outreach schedules courses according to enrollment and reserves the right to cancel course sections in any given term.
- \* If you have submitted a resume in the Spring 2013 or Summer 2013 session, it is not necessary to resubmit a resume and references for the Winter 2014 session. However, you must submit the Fall 2013 application form for consideration. You may be required to provide a criminal background record check.

Brock University is an equal opportunity employer.

Facilitator Application Form - Centre for Adult Education and Community Outreach

Term for which the Application is submitted for consideration: Wint			er 2014 Duration (	D3) Jan Apr. 2014
Personal Information				
Last Name	First Name	Initial	Employee Number (if previously contracted)	
Street Address	City	Province	Postal Code	
Work Phone Number	Home Phone Number	E Mail	Date of Appli	cation
Employment and Educat	tion Information:			
Are you legally entitled to work in Canada?			Yes	No
Are you planning to w University?	Yes	No		
Are you currently a full-time or part-time student at Brock University?			Full Time	Part Time
Have you previously b Facilitator?	Yes	No		
If you have previously	been a facilitator of ADED	courses, check the series in	which those co	ourses were
located.				
ADED "0 series"	ADED "9 series"	ADED "3 series" course:	s	
		modes you are applying for in order of preference with		

#### **COURSE CODES:**

- ADED 4F31 Foundations of Adult Education
- ADED 4F32 Facilitation of Adult Learning Pedagogies
- ADED 4F33 Curriculum Design for Adult Learners
- ADED 4F34 Work and Learning in Organizations
- ADED 4F35 Research & Critical Reflection in Adult Education
- ADED 1P31 Learning for Success (0.5 credit)
- ADED 1P32 Learning in Digital Contexts (0.5 credit)
- ADED 1P33 Scholarly Writing for Adult Learners (0.5 credit)
- ADED 2P22 Gender Issues in Adult Learning (0.5 credit)
- ADED 3P11 Geragogy: The study of Educating Older Adults (0.5 credit)
- ADED 3P21 Teaching Adults using Technology (0.5 credit)
- ADED 3P22 Adult Learning Disabilities (0.5 credits)
- ADED 3P31 Intercultural Communication in Adult Education (0.5 credit)
- ADED 3P41 Community Outreach and Adult Literacy (0.5 credit)
- ADED 4P81 Discretion in Education Decision-Making (0.5 credit)
- ADED 4P91 Power, Practice and Process in Learning (0.5 credit)
- ADED 4P93 Adult Education in the Global Context (0.5 credit)
- ADED 4P94 Evaluating Learning (0.5 credit)
- ADED 4P95 Evaluating Adult Education Programs (0.5 credit)
- ADED 4P96 Intro to Leadership Theory in Adult Learning (0.5 credit)
- ADED 4P97 Application of Leadership Theory in Adult Education (0.5 credit)

Last Name	First Name

Winter Duration (3) Jan. - Apr. 2014:

Indicate venue of preference for site-based courses (limit 3 preferences):

☐ Brock University, St. Catharines	☐ Bruce Power, Tiverton	☐ Cambrian College, Sudbury			
Centennial College, Scarborough	☐ CFB Borden, Borden	CFB Kingston, Kingston			
☐ Chamber of Commerce, London	☐ Conestoga College, Kitchener	☐ Durham College, Oshawa			
☐ Fleming College, Peterborough	☐ Humber, Etobicoke	☐ Lambton College, Sarnia			
Loyalist College, Belleville	☐ Mohawk, Hamilton	☐ NAV Canada Training Institute,			
		Cornwall			
□ Northern College, Timmins	Seneca College, North York	Sheridan College, Oakville			
St. Clair College, Windsor	St. Lawrence, Brockville	☐ TBS, Collingwood			
Indicate site-based course preference (limit 3 preferences):  ADED 4F31 ADED 4F32 ADED 4F33 ADED 4F34 ADED 4F35					
Indicate online course preference (limit 3 preferences):  ADED 4F31					

\*\*Please download and save the form. When you do so, you will notice this will become a fillable form. E-mail it to the Centre along with your resume and three professional references to:

CAECO Hiring Committee c/o Laurie Jackson Administrative Assistant Centre for Adult Education and Community Outreach Faculty of Education Brock University adulted@brocku.ca

Brock University protects your privacy and your personal information. The personal information requested on this form is collected under the authority of *The Brock University Act*, 1964, and in accordance with the *Freedom of Information and Protection of Privacy Act (FIPPA)* for the administration of the University and its programs and services. Direct any questions about this collection to the Administrative Assistant, of the Centre for Adult Education and Community Outreach at Brock University at (905) 688-5550, ext. 5547 or see <a href="https://www.brocku.ca/education/departmentsandcentres/caeco">www.brocku.ca/education/departmentsandcentres/caeco</a>