

POSITION DESCRIPTION

Position title:	TESOL Language Teacher
Employer:	UQ College (UQC)
Reference number:	UQCHR07112025
Type of employment:	Continuing
Remuneration:	\$79,282 to \$103,772 per annum, plus superannuation

THE UNIVERSITY OF QUEENSLAND

The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer, and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff, and alumni. For more than a century, UQ has educated and worked with outstanding people to deliver **knowledge leadership for a better world**.

Today, UQ ranks among the world's top universities and is consistently recognised as one of the top 5 universities in Australia. UQ is one of Australia's Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 53,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 17,000 international students from 135 countries, adding to its proud 260,000-plus alumni. Its major campuses are at St Lucia, Gatton, and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and four University-level Institutes.

UQ COLLEGE

UQ College Limited is a wholly owned subsidiary company and Registered Training Organisation (RTO) for the University of Queensland (UQ). UQ College provides domestic and international students with access to further and higher education through a range of pathway programs. These include English language, Foundation, Tertiary Preparation, and Bridging Programs, plus Vocational Education and Training (VET) programs.

For more information, visit <https://www.uqcollege.uq.edu.au/>

DUTY STATEMENT

Primary purpose of position

The primary responsibility of the position is to engage in the delivery of high-quality English language instruction to international EAL students on a pathway to, and studying in, degree programs at The

University of Queensland, as well as standalone ELICOS and customised English Language programs delivered to UQ College partner institutions.

Duties

Duties and responsibilities include, but are not limited to:

- Contact classroom teaching and related duties (e.g. lesson planning, feedback/marking, taking attendance, etc.).
- Student assessment, test invigilation, marking and recording of results.
- Development of shared teaching and learning materials.
- Participation in orientations, student consultations and supervision of student activities.
- Reporting on student academic progress and liaising with academic support staff, as required.
- Participation in continuing professional development.
- General course administration at the direction of the relevant Academic Manager.

Other

Comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:

- The UQC Staff Code of Conduct and the University's Code of Conduct.
- Requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by UQC and the University
- Requirements of the *Education Services for Overseas Students Act 2000*, the National Code of Practice for Providers of Education and Training to Overseas Students 2018 and associated legislation, and related responsibilities and procedures developed by the University.
- A valid Blue Card – Queensland's Working with Children Check (or approved exemption) is required for this position. All staff are expected to treat students and participants, including young learners, with respect and understanding and to always address their concerns. Staff must be familiar with UQC's child and youth policies which support the safety and wellbeing of children and young people in our care.
- The adoption of sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures.

Reporting Relationships

The position reports to the Academic Manager, English Language Pathways.

SELECTION CRITERIA

Qualifications

- A degree or diploma of at least 3 years full-time or equivalent, **and**
- A recognised TESOL qualification with at least 6 hours of assessed teaching practice such CELTA or Certificate IV TESOL, **and**
- Cambridge/Trinity DELTA, **and/or** a Masters in TESOL/Applied Linguistics, or related field

Knowledge, Skills and Experience

- At least 3 year full-time or equivalent ESL/EFL teaching experience to adults.
- Demonstrated knowledge, skills, experience in teaching on academic English language pathway programs.
- Demonstrated ability to develop engaging learning materials.
- Demonstrated ability and experience in reliable assessment of speaking and writing.
- Demonstrated knowledge, skills, and experience in educational technology and eLearning.
- Clear evidence of interest and involvement in professional development activities.

Communication Skills, Organisational Skills and Personal Qualities

- Team player with strong interpersonal and communication skills and demonstrated ability to work collaboratively and flexibly with all colleagues across the college.
- Strong organisational skills and ability to manage time effectively and complete tasks.
- Ability to lead and coordinate groups effectively and take on positions of responsibility as required.

Desirable

- Demonstrated knowledge, skills, experience in supporting and/or teaching on concurrent English language support programs to university students
- Expertise in language proficiency assessment and test development of receptive skills
- Experience in the delivery of teacher training/development methodology courses.

Questions?

For more information about this opportunity, please contact Paul Forster at bridgingenglish@uqcollege.uq.edu.au. For application queries, please contact hr@uqcollege.uq.edu.au stating the reference number (page 1) in the subject line.

Want to Apply?

Please apply via Seek. It is a requirement that you attach the following to your Seek application:

- Cover letter addressing the selection criteria (no more than 2 pages), and a
- Resume.

Applications submitted after 11pm on 3 December 2025 may not be accepted.