

Who are we?

Canadian Tourism College (CTC) is more than just a hospitality, tourism, and travel school. It is a school that believes that it can help shape the lives of individuals that are passionate about working locally or around the globe in any of the industries our programs cover. A recent graduate of ours, who now works for Fairmont Hotels & Resorts stated, “Not only are they (CTC) the best in travel, hospitality and tourism training, but (they are) also the gateway to the industry. If you invest in CTC, they will fully invest in you and get you where you want to be” (Alleli Vitong, Graduating class of 2015).

Over the last 3 years Canadian Tourism College has experienced great growth along with our sister institution, Sterling College and we are looking to add additional members to our team to support the delivery of our current and future Business focused curriculum. This is a contract, part-time opportunity that will provide the successful candidate the opportunity to help with instructional delivery.

Who we are looking for?

We are looking for a people person, will ensure that the good standing of the College is maintained with integrity and reliability in relation to the teaching standards, materials and infrastructure to all stakeholders. Someone who enjoys working in a team environment, is creative in course material delivery and embraces opportunity. Last but certainly not least, the successful candidate must be passionate about working in education while maintaining an uncompromising principle of ethics.

You will be brought in as contract Instructor specifically assisting with the train out our Spring term Tourism students. You will be based out of CTC’s Vancouver campus and will be compensated on an hourly basis.

The successful candidate will be available to start December 10th, 2018 where they will complete 2 weeks of training and shadow instruction of the cohort they will teach with our lead instructor. Starting January 7th – February 11th, 2019 the candidate will commence independent instruction of the same cohort focusing on the following modules:

1. World Destinations – Understanding key tourism destinations with a focus on: Central and South America, Caribbean & Europe
2. Ground Transportation – Focused on selling of rail, auto, and motor coach related products within the scope of Tourism.
3. Tours – Focused on basic knowledge of insurance, tour operations, travel documentation and regulatory bodies governing tourism businesses and passenger advocacy.

What will your responsibilities be?

- Coordinate and maintain standards of excellence for program • Ensures compliance with the Private Institutions Branch, Provincial and Federal Student Loans and any national expectations and standards for quality education
- Utilize the student management system to enter grades, attendance, and student correspondence
- Provide guidance and assistance with student issues as they relate to the classroom
- Be responsible for implementation of lesson plans • Discuss all curriculum concerns and revisions with instructional team
- Participate in CTC promotional activities • Represent CTC with professionalism and the highest level of ethics

What do you need to be good at?

- Strong communication (both orally and written) and interpersonal skills • Ability to work with minimum supervision
- Ability to discuss solution oriented ideas with management
- Demonstrate creativity, innovation, and networking
- Demonstrate proficiency in Microsoft software • Professional appearance and businesslike manner at all times
- A genuine desire to be involved in the day-to-day instructor-student interactions while facilitating the college's curriculum
- A friendly, outgoing, and compassionate nature
- Leadership qualities
- Strong organizational skills
- A team player

Required Experience:

A minimum of 24 months of full-time occupational experience with a degree/diploma/certificate in Tourism or 10 years of demonstrated experience in Tourism.

Please note that applicants who do not possess the required education and work experience in the Tourism sector are not eligible for this opening due to regulatory requirements.

Salary: \$20.00 to \$25.00 /hour