



Apprendre à oser®

HEC Paris is seeking to hire experienced English teachers for the *Grande école* beginning in September 2023

Profile:

Experience in teaching business English at the Higher Education/*grande école* level is strongly recommended, as well as skills in leading classroom discussions on a variety of current Anglophone topics in business and society. Knowledge of and experience in teaching for the TOEFL iBT exam is desirable but not essential.

The ideal candidate will have a passion for teaching, delivering high quality classes to groups of bright, dynamic students who have successfully passed the competitive entrance exam. The candidate will also enjoy working as part of a team of teachers and contributing to the department through participation in curriculum development, meetings etc.

The classes (groups of 15 to 18 students) are held twice a week, for 1.5 hours over ten weeks for a total of thirty hours per semester.

We are looking for teachers to cover a minimum of two days in the following combination: Monday & Wednesday or Tuesday & Thursday. A combination of all four days is also possible.

The Monday/Wednesday timeslots are:

- Mondays and Wednesdays: 8h-9h30
- Mondays and Wednesdays: 9h40-11h10
- Mondays and Wednesdays: 13h-14h30
- Mondays and Wednesdays: 14h40-16h10

The Tuesday/Thursday timeslots are:

- Tuesdays and Thursdays: 8h-9h30
- Tuesdays and Thursdays: 9h40-11h10
- Tuesdays and Thursdays: 11h20-12h50

There will be a common curriculum to use consisting of professional skills (CVs/cover letters/interview and negotiation skills); pitch presentation and public speaking; TOEFL iBT preparation; as well as debates exploring Anglophone current events.

The academic year runs from mid-September to the end of April. There is also the possibility to take part in written exam corrections and oral exams in May and June.

Contract: CDI/Competitive hourly rate

Job location: The classes are in person on the Jouy en Josas campus (RER C Jouy en Josas / RER B Le Guichet, regular direct buses from Versailles & Pont de Sèvres)

Application deadline: June 15, 2023

Please send a current teaching CV and a cover letter in English indicating your availabilities to: carleton@hec.fr

HEC Paris

Spécialisée dans le domaine de l'enseignement et de la recherche en management, HEC Paris offre une gamme complète et unique de formations aux décideurs de demain : le programme de la Grande Ecole, les Mastères Spécialisés, les MSc, l'université d'été, le MBA, l'Executive MBA, TRIUM Global Executive MBA, le Doctorat et une large gamme de programmes pour cadres et dirigeants. Créée en 1881 par la Chambre de commerce et d'industrie de Paris, HEC Paris, membre fondateur de l'Université Paris-Saclay, rassemble 138 professeurs à temps plein, plus de 4 400 étudiants et 8 000 cadres et dirigeants en formation chaque année.