

JOB DESCRIPTION
ADULT EDUCATION MODULE LEADER

TIME COMMITMENT:

- Weekly, one hour for 6 weeks/module
- Preparation in advance of module:
 - Write an outline presentation of the module for the trifold advertising
 - Design the module using expertise, book source or curriculum source
 - Gather all supplies needed for module or notify DCE in case of class books to be ordered

KEY ROLES:

- Prepare lesson to be taught.
- Provide leadership for 6 sessions within a module