



SEEKING PART-TIME ABE/ELL TEACHERS

St. Paul Public Schools Adult Basic Education/ABE (Hubbs Center)

Hubbs Center is hiring ELL teachers and substitute ABE teachers for the 2025-26 school year and beyond. Our students are adults (18 – 83 years old) who come from the U.S. and more than 100 other countries around the world. Hubbs Center is one of the largest adult education programs in Minnesota and we have been named Minnesota's Best Adult Learning program by the Star Tribune's Reader's Choice for 2022, 2023 and 2024.

We are seeking year-round, part-time morning and evening teachers and substitutes for classes starting September 2, 2025.

CLASS HOURS: Classes are held mornings and evenings, online and in-person. Most classes are offered Monday through Thursday.

FORMAT: Online classes can be taught remotely. In person classes are held at Hubbs Center, 1030 University Ave. W and East Side Learning Hub @ Harding, 1526 E. 6th Street.

Minimum Qualifications: A valid Tier 4 Minnesota teaching license (ABE/ELL/related) **OR** master's degree (ABE/ELL/related).

Rate of pay: \$30 per hour for teachers with a valid MN teaching license; \$28 per hour for teachers with a master's degree but no teaching license. Paid prep time, meeting time and professional development hours.

TO APPLY: Fill out this [TEACHER INQUIRY FORM](#) and or send resume to Cathy Grady, catherine.grady@spps.org, 651-744-1417, or contact Cathy with questions.

Primary Responsibilities

Instruction: Use best practices in instruction for adult learners and align lessons with state curriculum standards; use a variety of instructional techniques to address diverse needs and goals of learners. Assign lessons in distance learning platforms. Find a substitute to cover the class in case of absence; prepare lesson plans for substitutes.

Curriculum, planning and assessment: Design and develop materials and lessons as needed to supplement existing curriculum; assess and evaluate student progress according to accepted measurement criteria.

Other: Record student attendance in ABE database. Promote ABE and assist in student recruitment.

About the Hubbs Center/Saint Paul Adult Basic Education

Adult Basic Education (ABE) is a program of the Saint Paul Public Schools' Community Education Department. We work with more than 5,000 adults annually, helping them to reach their goals: preparing for college and careers; earning a GED; gaining U.S. citizenship; improving their reading, math, technology and English language skills, and much more.

Mission

St. Paul Public Schools Adult Basic Education (Hubbs Center) partners with adults to enrich lives through education.

History

The Ronald M. Hubbs Center for Lifelong Learning opened in the fall of 1994, combining two major literacy centers in Saint Paul: the Adult Community Education Center and the Technology for Literacy Center. The Hubbs Center is a dynamic adult education facility located in the heart of Saint Paul's Frogtown-Midway communities. In 2014, we began offering services at the East Side Learning Hub @ Harding on the east side of St. Paul. These centers bring high quality, free services close to the community.