

Oak Grove School District

JOB TITLE: Intermediate School Teacher, English Language Development

SALARY SCHEDULE: OGEA

DESCRIPTION OF BASIC FUNCTION: As part of an Intermediate School teaching assignment, teaches one or more classes to support English Learner (EL) students in grades 7 and 8 and assists in other school programs as assigned.

TERM: Subject to funding; year to year position

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- **Major Duties and Responsibilities**
 - **For Children**
 - Assess pupil needs and prescribe appropriate learning activities to develop concepts in designated subject areas
 - **To Parents**
 - Prepare evaluations and communicate with parents on individual pupil progress and needs
 - **To School/Staff**
 - Assist in selecting books, instructional aides, and supplies; Assist in formulation and enforcement of school policies and procedures
 - **To District**
 - Maintain competence through professional growth activities during released time
- **Other Duties and Responsibilities**
 - Supervise pupils in out-of-classroom activities during the school day and be involved in an equitable share of extra-curricular school and community activities
- **Specific Responsibilities**
 - Support English Learner (EL) students with specific strategies and interventions with language development during the ELD Classes
 - Support teachers across content areas with integration of best practices for EL students
 - Co-teach in content areas to assist EL students in core classes
 - Support staff with professional development on Multi-Tiered Systems of Support and the co-teaching model
 - Develop knowledge of the purpose, structure, and operation of the English language

ESSENTIAL DUTIES AND RESPONSIBILITIES: (continued)

- Develop a balanced program which involves instruction in grammar, literature, spelling, usage, and writing
- Provide individual and small group instruction in order to adapt the curriculum to the needs of pupils with varying intellectual abilities, attitudes, and cultural backgrounds
- Instruct pupils in citizenship, basic communication skills, and other general elements of the course of study common to all teachers, as specified in state law and administrative regulations and procedures of the District
- Establish and maintain standards of pupil behavior needed to provide for orderly, productive classroom environments
- Create, with assistance of pupils, interest centers and displays with materials to enhance learning
- Evaluate each pupil's development in the course being taught, and prepare periodical progress reports
- Cooperate with other members of the team and/or department in developing curriculum materials
- Share successful teaching methods, techniques, and experiences with co-teachers
- Support instruction of all teachers and students to implement supports for access for all students to succeed, particularly our English Learners
- Model research-based instructional practices, methods, materials, and technology that have proven to increase student achievement and close the achievement gap, through classroom demonstrations, planning, and/or co-teaching
- Provide school-level or district-level professional development related to District initiatives, as appropriate
- Cultivate and model a professional and respectful working and learning environment
- Support and articulate the District Core Values and Vision to others
- Support all District and school initiatives
- Perform related duties as assigned
- Support technology needs of the instructional program

ORGANIZATIONAL RELATIONSHIPS:

Supervised by: Principal/Assistant Principal

Evaluated by: Principal/Assistant Principal

MINIMUM QUALIFICATIONS:

- Valid Multiple Subject Teaching Credential or Single Subject Teaching Credential with EL Certification authorizing ELD services
- Clear knowledge and implementation of the English Language Development and Content Standards
- Excellent written and oral communication skills
- Effective use of technology including knowledge of Google Suite
- Resourceful and collaborative with all administrators, parents, teachers, and students
- Knowledge and usage of formative/summative assessments
- Ability to maintain confidentiality and positive, professional decorum

PHYSICAL DEMANDS:

- Dexterity of hands and fingers to manipulate specialized apparatus and to operate audio-visual and educational training equipment
- Standing and walking for extended periods of time; Bending at the waist, kneeling or crouching
- Hearing and speaking to exchange information in person or on the telephone; Seeing to monitor children
- Lifting, carrying, pushing and pulling heavy equipment
- Moderately heavy lifting up to 40 lbs

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This organization is a Drug and Tobacco-Free Workplace.

This organization requires a successful candidate to provide us with employment eligibility and verification of a legal right to work in the United States in compliance with the Immigration Reform and Control Act.