

Job Title:	Instructional Specialist, LIEP
Grade Level/Terms of Employment:	Grade 123 (260 days) (12 months)
FLSA Status:	Exempt
Work Location:	Department of Academic Programs and Support
Immediate Supervisor:	Coordinator, Bilingual and EL Learners

General Description:

The Instructional Specialist, LIEP (Language Instruction Educational Programs) is responsible for supporting the implementation of LIEP in RPS schools. The Specialist also leads the analysis, reporting and strategic use of data related to English learners' (ELs) academic achievement in order to improve existing curricular materials, instructional planning processes and instructional delivery.

Essential Duties and Responsibilities:

- Assists in the development and refinement of division-wide and school-based LIEP programming
- Advises school leaders and monitors programs to ensure compliance with federal and state legislation (including Title III) and division LIEP policies
- Conducts workshops and in-service programs for building administrators, LIEP teachers, general education teachers, and other school staff on current LIEP practices and trends
- Assists classroom teachers with selecting, developing and implementing appropriate instructional materials and curricula for ELs
- Maintains, monitors, and reports on LIEP data, including changes in student enrollment and achievement
- Collaborates with the Exceptional Education Department to ensure Dually-Identified English Learners (DIELs) receive appropriate services
- Keeps current with the literature, new research findings, and improved techniques in LIEP education
- Performs other related duties as assigned

Qualifications:

- Bachelor's degree in Education or related field required
- Three years of related work experience required
- Postgraduate Professional License with an endorsement in English as a Second language required, added endorsement in Special Education preferred
- Recent successful experience as lead in Title III federal requirements
- Deep understanding of the progression of the knowledge, skills, and processes of ESL education as defined in the Virginia Standards of Learning
- Ability to coach teachers in meeting the diverse needs of students, including the ability to diagnose and respond to learning gaps through differentiated instruction
- Ability to develop, monitor, and manage programs to achieve established goals and objectives
- Ability to work in a cooperative manner with a variety of diverse groups, including parents, teachers, administrators, and community stakeholders
- Excellent verbal and written communication skills
- Bilingual/fluency in Spanish preferred