



## **DUAL LANGUAGE IMMERSION TEACHER STANDARD POSITION DESCRIPTION**

**Position Title:** Dual Language Immersion Teacher  
**Reports to:** Principal or Assistant Principal  
**Bargaining Unit:** Yes

**Location:** Assigned School(s)  
**FLSA Status:** Exempt

**This is a standard position description to be used for licensed teaching positions with similar duties, responsibilities, classification and compensation. Teachers assigned to the position description may or may not be assigned all of the duties identified herein. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.**

### **Part I: Position Summary:**

The Dual Language Immersion Teacher is primarily responsible for effective teaching and learning of the assigned subject(s) following district approved curriculum, instruction and assessment practices. Primary responsibility shall include student safety and appropriate collaboration and attention to each student's readiness to learn including needed guidance, discipline, and welfare. Employee may teach in a variety of elementary and/or secondary educational, individual or team teaching, settings.

### **Part II: Supervision and Controls over the Work:**

The Dual Language Immersion Teacher works with a high level of independence and professional discretion under the general supervision of a designated school administrator. The Dual Language Immersion Teacher's work is governed, controlled, and evaluated by acceptable professional practice, school and district policies and regulations, provisions of state statutes, direction of the supervisor, and performance standards and expectations as set forth in the collective bargaining agreement.

### **Part III: Major Duties and Responsibilities:**

- The Dual Language Immersion Teacher plans for student success based on assessed needs of individual students and the use of data and information to determine each student's current knowledge and skill level, set learning goals, and assess student progress. The assessment of student needs utilizing multiple sources of information, including the use of classroom based assessments, district approved measures and historical information. In planning for the inclusion of students with special needs, the teacher will utilize, and comply with student accommodation requirements under Individual Education Plans (IEP) and 504

Accommodation.

- The Dual Language Immersion Teacher works collaboratively in a professional learning community with other teachers, support staff, and others as appropriate, in addressing the needs of students, developing effective teaching and learning practices in English and the target language, and developing and implementing effective dual language practices, including participation in identifying, referring and supporting the needs of individual students.
- The Dual Language Immersion Teacher will regularly conduct planning for lessons using commonly accepted professional dual language immersion practices (content, goals, assessment, re-teaching, etc.) and consistent with school/district approved curriculum and instructional practice. The Dual Language Immersion Teacher uses research-based instructional strategies in planning lessons to make the teaching and learning more relevant to students (e.g., contextual learning opportunities).
- The Dual Language Immersion Teacher maintains and provides reasonable and meaningful student grading and evaluation consistent with school and district policy and regularly and effectively communicates such information to students and parents. Reporting may include regular posting to and maintenance of electronic grade systems with parent and student access.
- The Dual Language Immersion Teacher integrates district approved and/or required technology into planning, learning, progress reporting, and required record-keeping activities.
- The Dual Language Immersion Teacher creates, communicates, and maintains classroom management practices that effectively engage students in the learning process. Acceptable student behavior and related discipline procedures are well understood by students and consistently enforced to maintain a positive learning environment.
- The Dual Language Immersion Teacher will actively participate in faculty and grade level or department meetings, assist building efforts to plan, budget, implement, and evaluate the school's program and to do related work as required. In carrying out these responsibilities, the teacher will follow school policy and procedures, standard practices, and approved curriculum, and will actively and positively support the school vision.
- The Dual Language Immersion Teacher participates in professional learning opportunities in support of District-wide mission, vision and goals.
- The Dual Language Immersion Teacher is constantly observant of the needs and challenges of students and promptly engages an administrator or appropriate educational staff associates when the teacher suspects or reasonably believes that a student is at risk or in danger due to such issues as bullying, sexual harassment/misconduct, depression or suicidal ideation, or academic failure. The Dual Language Immersion Teacher serves as a positive role model for students and practices the behaviors that are expected of students.
- The Dual Language Immersion Teacher assists in the supervision of students at school activities and events. The teacher remains vigilant of students throughout the school day and the school location, taking the initiative to engage students when students are acting inappropriately or in inappropriate locations for the time of day.

- The Dual Language Immersion Teacher regularly contributes to curriculum development, translation and additional assessment required for the teacher’s delivery of core content instruction in both English and the target language.
- The Dual Language Immersion Teacher will establish a professional growth plan and annually review the plan and progress with the administrator.
- The Dual Language Immersion Teacher will perform such other duties and responsibilities as are assigned.

#### **Part IV: Minimum Qualifications:**

- **Must be fully bilingual and biliterate in English/ Spanish.**
- **Must successfully pass the written Educational Testing Service competency examination.**
- Successful completion of a teacher preparation program at an accredited college or university.
- Must hold or be able to obtain Oregon licensure with an **elementary- multiple subjects endorsement (for elementary teachers) or Subject Matter Endorsement (for secondary teachers).**
- Must have successful experience in working with culturally diverse families and communities, or have otherwise demonstrated a commitment to strengthening engagement of a diverse community and skill in communicating with a diverse population.
- Evidence of continuous professional learning and a commitment to participate in professional growth opportunities and self-reflection on professional practice.
- Demonstrated content knowledge and ability to use precise and/or academic language in both English and the target language for subjects/levels being taught.
- Demonstrated ability to effectively communicate verbally and in writing with parents, students, and staff in English and the target language of instruction.
- Commitment to effective collaboration and teaming within a professional learning community.
- Skill in classroom management and ability to achieve, support, and maintain acceptable student behavior.
- Knowledge of and ability to use multiple assessments, instruction, and evaluation techniques that are proven effective in dual language education.
- Knowledge of child and adolescent social, linguistic and academic development and ability to apply that knowledge to the selection and application of curriculum materials and instructional practices.
- Knowledge and skill in the use of effective strategies necessary to meet the diverse needs of students in a dual language immersion classroom.
- Knowledge and skill in culturally responsive teaching and learning.
- Skill and ability to utilize technology to aid instruction, assessment and learning.



- Any position specific special qualifications indicated in the recruitment process.

**Part V: Desired Qualifications:**

- ESOL and/or Bilingual Endorsement
- Successful experience teaching in a diverse student environment
- Successful experience in a team teaching environment
- Successful experience in the grade level(s) and/or content area(s)
- Successful experience in a Dual Language Immersion classroom

**Part VI: Physical and Environmental Requirements of the Position:**

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, speak, move about, hear and be visually observant of classroom behavior and learning activities. The employee may sit or stand for longer than two hours at a time, may lift objects repeatedly, and may undertake repeated motions.

The Dual Language Immersion Teacher must routinely lift and carry materials weighing up to or more than 25 pounds, and may be required to restrain students weighing more than 100 pounds most typically when required to intervene in student safety issues according to established protocols.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The noise level in the work environment is usually moderate, or consistent with subject being taught, but can be abnormally loud on occasion.

The Dual Language Immersion Teacher may be exposed to infectious disease as carried by students. It may be expected that the individual could be exposed to blood or other potentially infectious materials during the course of their duties and responds according to established protocols.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The Dual Language Immersion Teacher is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals.

The Dual Language Immersion Teacher may be required to travel on school owned or leased vehicles while supervising and assisting students.