

REDLANDS UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION

<u>TITLE</u>		High School English Learner Support Teacher
<u>QUALIFICATIONS</u>		
CREDENTIAL:	Required	Appropriate California Credential Appropriate EL Authorization (CLAD and/or BCLAD)
EDUCATION:	Required	B.A. or B.S.
EXPERIENCE:	Required	Must have two or more years of experience working in an English Learner program or working directly with English Learners
	Desired	Experience teaching or counseling at the high school level; knowledge of Language Development pedagogy and programs, ELPAC, Reclassification requirements, EL Accountability Indicator, Seal of Bi-literacy; and experience working with racially and ethnically diverse staff, students, and community.
PERSONAL QUALIFICATIONS:		Character, personality, and proper social capability to relate effectively with racially and ethnically diverse staff, students, and community.

BRIEF DESCRIPTION OF POSITION

Under the supervision of the site principal in collaboration with the Director of English Learners and Parent Engagement, the English Learner Support Teacher will provide support to English learner students and their teachers in grades 9-12 to facilitate the acceleration of language development and reclassification.

ESSENTIAL JOB FUNCTIONS

- Provide English Development instruction to support Language Acquisition for English Learners.
- Provide instructional support and collaboration with other site teachers of English Learners.
- Collaborate/consult with site counseling team and administration to support appropriate class placement for EL students at varying levels for English Language Acquisition based on ELPAC and academic progress.
- Assist supervisor with the coordination of Language Support Instructional Assistants.
- Provide school site professional learning opportunities focused on language acquisition instruction and support for teachers, assistants and parents.
- Develop a system and maintain site records for EL student progress monitoring.
- Coordinate intervention services as needed.
- Actively participate in and ensure the selection and implementation of appropriate curriculum and instructional materials for all site teachers of English Learners.
- Assist the Director of English Learners and Parent Engagement with the monitoring and implementation of the site English Learner program.
- Serve as the site English Learner representative at District EL Rep meetings, DELAC meetings and sponsored events.

ESSENTIAL JOB FUNCTIONS

- Participate and assist in the coordination of site level parent involvement activities including Power of Education Conference, ELAC, and SSC.
- Facilitate the reclassification process and complete all required paperwork, including four-year progress monitoring requirements.
- Facilitate the process to ensure increased graduation rates, and graduation recognition with the Seal of Bi-literacy when applicable.
- Coordinate site translation services.
- Conduct Language Assessment (ELPAC) services at the site level including both initial and annual assessment.
- Serve as liaison with the District to provide consistent support for the site English Learner program success.
- Perform other duties as assigned.

OTHER REQUIREMENTS

TB test clearance, Department of Justice Fingerprint clearance, valid driver's license, and proof of insurability.

06/18