CLASSIFIED			
Work Location	Roseland School District as Assigned	**Responsible To**	School Principal or designee
Work Year	10 months	**Hours**	To be determined
Salary	Appropriate step and range on the CSEA Salary Schedule	**Benefits**	On a pro-rata basis for FTE of 50% or more

SUMMARY:
The Bilingual Instructional Assistant performs a variety of duties under the direct supervision of the School Principal or designee.

DUTIES AND RESPONSIBILITIES:
Duties and responsibilities may include, but are not limited to, the following:

- Assists with classroom instruction..
- Works successfully with children with limited English language development and effectively implements ELD instructional strategies.
- Works successfully with children with special needs.
- Implements lesson plans which have been developed by appropriate certificated teachers.
- Assists in screening of students in reading and math and ELD.
- Works successfully with individual students and/or groups of students.
- Communicates directly with classroom teacher to insure that the student is mastering core curriculum.
- Translates for a variety of purposes both oral and written as needed.
- Prepares and delivers various instruction materials.
- Uses computers and instructional software for instructional purposes.
- Yard supervision and student behavior management as needed.
- Cafeteria supervision including student behavior management and cleaning support as needed.
- Related duties as deemed necessary by School Principal or Designee.

EDUCATION, EXPERIENCE, AND OTHER QUALIFICATIONS:

- High school diploma or beyond.
- Must pass a basic proficiency test in specific language of District need upon initial employment for No Child Left Behind compliance or possess an A.A. or higher, or 48 units at an accredited institution of higher learning.
- Must demonstrate fluency in English and a specific language of District need.
- Experience supervising and instructing children desirable.
- Experience in working with English language learners desirable.
- Good interpersonal skills; friendly, positive and cooperative with all staff.
- First Aid certification required.
- CPR certification desired.

Board Approved: August 22, 1990
Board Revised: January 21, 1991
Board Revised: October 21, 1992
Board Revised: October 20, 1993
Board Revised: September 20, 1995
Board Approved: January 19, 2005
Board Approved: November 10, 2010