

TITLE: TEACHER ON SPECIAL ASSIGNMENT - MULTILINGUAL PROGRAMS (TK-6)

WORK YEAR: 186 Work Days

EDUCATION AND EXPERIENCE:

- California Credential with English Learner Certification
- Minimum of five years of successful teaching experience
- Experience in some area(s) of curriculum development
- Experience with multilingual learners
- Valid California Driver's License or Identification Card

PRIMARY FUNCTION:

This assignment will be working as a Teacher on Special Assignment under the direction of the department administrator/manager. The primary responsibility will be to support sites/teachers with the development of strong pedagogical content knowledge and the implementation of effective instructional practices for multilingual programs (TK-6) in order to increase student achievement and reclassification.

AREAS OF RESPONSIBILITY:

- Collaborate with and provide coaching support to teachers in order to strengthen Tier I instruction and develop best practices for continuous growth of students focusing on students designated as English Learners or multilingual learners.
- Demonstrate strong pedagogical content knowledge for instructional practices and strategies that support English Learners
- Develop and write curriculum that supports English Language Development and content standards
- Develop and provide professional development that focuses on multilingual learners
- Demonstrate an understanding of effective assessment and grading practices
- Assist teachers and site administrators with the collection and analysis of data; support with the sharing of the data and recommendations for next steps
- Engage in continuous professional learning to enhance pedagogical content knowledge
- Work collaboratively with district team/site administrators to ensure implementation of district wide and school wide goals.
- Participate in Professional Learning Communities with peers to build professional skills and improve practice

- Support teachers with using the Cycle of Inquiry during grade-level Professional Learning Community meetings (by request) and Team Meetings
- Work with grade-level teams to provide support for multilingual learners/English learners
- Teach model lessons and collaboratively teach lessons that focus on effective instructional strategies and include pre- and post-lesson support
- Assist with instruction that addresses the needs of multilingual learners/English learner with respect to content and grade level standards
- Assist with the implementation of district-approved curriculum/materials
- Support teachers with how to effectively utilize technology in the classroom
- Support teachers with development of strong pedagogical content knowledge, strategies to increase student engagement, and the use of questioning and discourse during instruction
- Support teachers with the identification and grouping of students based on their specific needs
- Regularly teach targeted intervention lessons to small groups of students who are identified as multilingual learners/English learner using evidence-based strategies and resources
- Maintain and submit accurate and up-to-date records of all students' progress
- Demonstrate an understanding of Universal Design for Learning (UDL), designing learning experiences that are inclusive of all students, and Multi-Tiered Systems of Support
- Perform other duties and responsibilities related to ELD instruction as assigned by the supervisor
- Assist school sites in delivering high-quality instruction to multilingual learners/English learner and students in Dual Language Immersion (DLI) programs.
- Other related functions or duties as assigned

Ability to:

- Work independently with little direction
- Maintain professional and positive relationships with students, colleagues administration and district personnel
- Operate a computer and job related equipment
- Read, interpret, apply, and explain rules, regulations, policies, and procedures
- Maintain current knowledge of applicable curriculum and school instruction related regulations
- Establish and maintain a variety of accurate record keeping and filing systems
- Communicate effectively both orally and in writing
- Maintain consistent, punctual and regular attendance
- Demonstrate flexibility and responsiveness

Physical:

- Ability to push, pull, and transport instructional and/or presentation materials
- Ability to communicate so others will be able to clearly understand a normal conversation
- Ability to understand speech at normal levels
- Ability to bend, twist, stoop and reach
- Ability to commute to various locations to conduct business

Mental:

- Ability to organize and coordinate schedules
- Ability to analyze and interpret data
- Problem solving
- Ability to communicate with the public
- Ability to read, analyze and interpret printed matter and computer screens
- Ability to create written communication so others will be able to clearly understand the written communication
- Ability to communicate so others will be able to clearly understand a normal conversation
- Ability to understand speech at normal levels

Environment:

- Indoor – frequently
- Outdoor – occasionally
- Ability to work at a desk and in meetings of various configurations