

Program Director of Bilingual Instruction [BASAS 9A] [Sarah Roberts Elementary] (SY 26-27)

Reports to: Principal on Assignment and OMME—Executive Director/ Director of Bilingual Education

Boston Public Schools seeks an exceptional **Program Director of Bilingual Instruction [Spanish]** who is

highly qualified and knowledgeable in multilingual education to join our community of teachers, learners, and leaders. This is an exciting opportunity for educational leaders dedicated to fostering equitable access to high-quality bilingual instruction. At BPS, we are committed to high expectations for achievement, equitable access to rigorous instruction, and academic proficiency for all students, with a particular focus on multilingual learners. The Program Director will play a key role in supporting bilingual education initiatives, enhancing instructional quality, and ensuring compliance with district and state policies. BPS is an ideal workplace for those who seek to collaborate, innovate, and lead in an environment that values linguistic diversity and culturally responsive instruction. We welcome education professionals who are passionate about supporting bilingual and multilingual learners, closing the achievement gap, and fostering an inclusive and dynamic learning community.

Responsibilities

Instructional Leadership & Teacher Support

- Partner with school leaders to provide coaching and development to designated instructional staff and contribute to the educator evaluation process in accordance with district protocols, supporting a shared approach to continuous instructional improvement.
- Provide coaching, technical assistance, and professional development to bilingual teachers and instructional staff.
- Assist in developing and implementing bilingual instructional strategies aligned with district and state standards.
- Conduct classroom observations and provide feedback to ensure instructional effectiveness.
- Support teachers in implementing data-driven instructional practices and formative assessments.
- Develop and oversee the implementation of culturally and linguistically responsive teaching methodologies.
- Performs other duties as assigned by the Office of Multilingual and Multicultural Education (OMME), such as participating in professional development, training, and calibration meetings.

- The Program Director's deployment may shift based on district-identified needs, including support for schools with emerging bilingual program priorities, changes in enrollment, or targeted instructional initiatives in collaboration with the Office of Multilingual and Multicultural Education (OMME).

Program Management & Compliance

- Ensure compliance with local, state, and federal policies related to bilingual education and English Learners (ELs).
- Develop and maintain guidance documents for multilingual education best practices.
- Monitor program effectiveness and recommend necessary adjustments based on student data and research.
- Support schools in program implementation, including language acquisition models, bilingual assessments, and instructional strategies.

Collaboration & Shareholder Engagement

- Work with district leadership, school administrators, and educators to support bilingual and multilingual education.
- Partner with the Office of Multilingual and Multicultural Education (OMME) and Office of Specialized Services to address the needs of multilingual learners with disabilities.
- Engage families and community organizations to enhance bilingual programming and student success.
- Serve as a liaison between schools, departments, and external stakeholders to ensure alignment with best practices in bilingual education.

Data-Driven Instruction & Program Evaluation

- Analyze student performance data to drive instructional improvements in bilingual education programs.
- Develop assessment and evaluation tools to measure the impact of bilingual instruction on student achievement.
- Support schools in interpreting and utilizing data to inform instruction and professional development.
- Monitor the progress of multilingual learners and bilingual students, ensuring equitable access to grade-level content.
- Subject to operational changes based on the identified bilingual instructional needs

Qualifications - Required

1. Master's degree in Bilingual Education, ESL, Applied Linguistics, or a related field.
2. Bilingual Education Endorsement or proven demonstration of fluency in Spanish prior to offer extended.
3. Massachusetts Administrator License as a Supervisor/Director (SPED or ESL), Principal/Assistant Principal, or Superintendent/Assistant Superintendent license
4. Minimum of 3-5 years of experience teaching in a bilingual education setting.
5. Strong understanding of second language acquisition, dual language programs, and best practices in bilingual education.
6. Demonstrated success in teacher coaching, professional development, and instructional leadership.

7. Knowledge of compliance regulations related to bilingual education and multilingual learners with disabilities.
8. Ability to work collaboratively with diverse stakeholders, including teachers, administrators, families, and community partners.
9. Strong analytical and problem-solving skills with experience in data-driven decision-making.

Qualifications - Preferred

1. Experience in program leadership, curriculum development, or educational administration.
2. Proficiency in data analysis and instructional technology tools.
3. Experience working in an urban school district setting.
4. BPS values linguistic diversity and believes that candidates who speak another language bring added value to the classroom, school, and district culture and diversity. BPS is particularly interested in candidates who are fluent in one of BPS' official languages: Spanish, Creole (Cabo Verdean), Creole (Haitian), Chinese, Vietnamese, Portuguese, & Somali.
5. In order to best serve all students, BPS prefers all core content teachers to be certified in their subject area and one or both of the following: Moderate Disabilities, English as a Second Language (at the appropriate grade level(s)).

Terms:

Position Type: Full-time

Grade: 9A

Work Year: 12-month contract (209 days per year)

Location: Central Office – Office of Multilingual and Multicultural Education (OMME)

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