

Chilton County Schools

ELL Teacher

JOB DESCRIPTION

QUALIFICATIONS:

- (1) Certified grades 1-12
- (2) Experience teaching second language learners
- (3) ESL endorsement
- (4) Must meet background clearance requirements as specified by Alabama Statutes and State Board of Education regulations.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of curriculum and instruction
- Experience using technology to improve teaching and learning
- Excellent communication and interpersonal skills
- Excellent knowledge of computer applications
- Knowledge of district curriculum, expectations, and national standards
- At least five (5) years exceptional performance as a classroom teacher
- Proven record of improving student achievement
- Experience using effective instructional strategies
- Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable

REPORTS TO:

Principal
Superintendent

PERFORMANCE RESPONSIBILITIES:

1. Works with LEP/NEP students in mainstream and self-contained classes.
2. Provides supplemental Language Arts instruction to Limited English Proficient and Non-English Proficient students when appropriate.
3. Provides school based English as a Second Language professional development.
4. Provides awareness activities for school faculties and community groups.
5. Provides assistance if necessary to the ESL Building Coordinator in initial assessment and evaluation of new students for placement eligibility.
6. Updates all ELL files.
7. Assists in the staffing of LEP/NEP students, including the completion of an instructional plan.
8. Assists in the collection of required data for local, state, federal and educational agencies.
9. Selects instructional materials and appropriate supplementary supplies.
10. Provides for his/her professional growth through reading, workshops, seminars, conferences, membership in appropriate professional organizations, and advanced course work.
11. Organizes and meets with the ELL committee.

12. Provides communication with parents of LEP/NEP students in their home language when feasible.
13. Surveys and assesses students for the purpose of reclassification.
14. Monitors students exited from the program for a period of two years.
15. Communicates effectively with students, staff, and parents.
16. Completes other responsibilities as directed by his/her immediate supervisor(s).
17. Assist in orienting new staff.
18. Develop and continually improve professional skills appropriate to job assignment.
19. Demonstrate behavior that is professional, ethical, and responsible.
20. Ability to communicate effectively (verbal and written); maintain emotional control under stress.

TERMS OF EMPLOYMENT:

Nine months. Salary according to appropriate current schedule

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.