

Job Title: Facilitator Elementary Science DL**Wage/Hour Status:** Exempt**Reports to:** Director**Pay Grade:** 105**Dept./School:** Curriculum and Instruction STEM**Date Revised:** February 6, 2023**Primary Purpose**

Assist the Director, principals, and teachers, in planning, developing, training, implementing, and evaluating instructional practices to promote bilingualism, bi-literacy, and sociocultural education. Plan, organize and assist in the development and training for the District's Dual Language program. Assist teachers and principals in implementation of the English Language Proficiency Standards (ELPS) and the content area Texas Essential Knowledge and Skills (TEKS).

Qualifications**Education/Certification**

Master's Degree

Valid Texas Teaching Certificate with Bilingual or ESL education certification

Special Knowledge/Skills

- Strong instructional ability as a classroom teacher with experience in Dual Language instruction
- Demonstrated ability in communication, organizational, presentation, curriculum writing, and Implementation skills
- Knowledge of second language acquisition and support for Dual Language Program

Experience

Three (3) years teaching experience

Major Responsibilities and Duties**Instructional Management**

1. Plan for and organize the delivery of the district's regular and compensatory instructional programs to ensure implementation of adopted Dual Language Education (DLE) program.
2. Carry out highly focused, innovative, locally designed activities to expand or enhance existing language instruction through the DLE program and academic instruction programs.
3. Implement District-wide programs for restructuring, reforming, and upgrading the relevant programs, activities, and operations relating to Dual Language instruction, educational programs, and academic content instruction.
4. Provide district wide professional development on DLE.
5. Adhere to local, state, federal rules, regulations, and policies.
6. Assist teachers to increase student achievement by promoting best instructional practices that engage students in the lesson including students discussing concepts, student opinions, and student writing in the students' native language and partner language.
7. Assist in the development of needs assessment for the identification of target areas for biliteracy.
8. Provide PLCs to DLE teachers on DLE strategies, research, and best practices.
9. Model teaching the best practices in DLE.
10. Plan, implement, and evaluate instructional programs, for the goal of bilingualism, biliteracy and sociocultural competence, with teachers and principals.
11. Assess, develop, and implement the use of technology.
12. Participate in the selection of all state and locally adopted textbooks and materials as assigned.
13. Plan and provide technical assistance to support the adopted curriculum.
14. Develop programs, with teachers, designed to increase student self-esteem through the Dual Language goal of sociocultural competence.
15. Research information about national, state, and district programs and trends, especially in Dual Language and bilingual education.
16. Perform other duties as assigned by supervisor.

Communication and Community Relations

- 17. Maintain high visibility in the educational community.
- 18. Participate in district and community activities.
- 19. Promote and provide information to the community regarding DLE.
- 20. Plan and chair committees and/or meetings assigned by immediate supervisor.
- 21. Promote and communicate high expectations of teacher and student performance.
- 22. Assist and promote safety procedures in the district.

Professional Growth and Development

- 23. Organize, plan, and implement staff development programs in DLE, which includes, but is not limited to, areas of program implementation, best practices, academic/content knowledge, bilingualism/biliteracy, assessment, materials/resources, sociocultural competence and DLE competencies.
- 24. Assist in the communication of training arrangements for all teachers.
- 25. Assist in conducting training sessions for teachers.
- 26. Review research and other findings in the content areas on which to base staff development programs through the Dual Language program.
- 27. Keep informed on the latest research trends and development for staff development training in DLE, which include, but is not limited to, area of program implementation, best practices, academic/content knowledge, bilingualism/biliteracy, assessment, materials/resources, sociocultural competence and DLE competencies.

Supervisory Responsibilities

None

Physical and Mental Job Requirements

Mental Demands/Physical Demands/Environmental Factors

Maintain emotional control under stress; occasional prolonged and irregular hours; frequent local, district and state travel.

Terms of Employment

226 days; salary to be established by the Board of Trustees

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved: _____

Job Title: _____

Date: _____

Approved: _____

Job Title: _____

Date: _____

My supervisor has reviewed this job description with me and has provided me a copy.

Employee: _____

Date: _____

The El Paso Independent School District does not discriminate in its educational programs or employment practices on the basis of race, color, age, sex, religion, national origin, marital status, citizenship, military status, disability, genetic information, gender stereotyping and perceived sexuality, or on any other basis prohibited by law. Inquiries concerning the application of Titles VI, VII, IX, and Section 504 may be referred to the District compliance officer, Rosa Ramos, at 230-2031; Section 504 inquiries regarding students may be referred to Kelly Ball at 230-2856.

El Distrito Escolar Independiente de El Paso no discrimina en los programas de educación o en prácticas de empleo usando el criterio de raza, color, edad, sexo, religión, origen nacional, estado civil, ciudadanía, estado militar, discapacidad, información genética, estereotipo sexual o sexualidad percibida, u otra práctica prohibida por la ley. Preguntas acerca de la aplicación del título VI, VII o IX, y la Sección 504 pueden ser referidas al oficial del distrito, Rosa Ramos, al 230-2031; preguntas sobre 504 tocante a estudiantes pueden ser referidas a Kelly Ball al 230-2856.