

Job Title: Teacher Leader Dual Language/ESL (4-8)	Wage/Hour Status: Exempt
Reports to: Director	Pay Grade: TBA
Dept./School: Connecting Languages	Date Revised: March 7, 2024

Primary Purpose

Assist the Director in the implementation of dual language and ESL education, with a focus on 4-8 grade level education, gifted education, and instructional technology. Provide professional development for teachers and other District stakeholders on dual language/ESL education, program development, best practices, assessment, and instructional strategies.

Qualifications**Education/Certification**

Bachelor's Degree from an accredited university
Valid Texas Teaching Certificate
Valid Bilingual or ESL Certification

Special Knowledge/Skills

- Strong instructional ability as a classroom teacher
- Demonstrated ability in communication, organizational, and presentation skills
- Knowledge of bilingual and ESL education (4-8 grade level)
- Knowledge of dual language education and the TEKS
- Knowledge of assessments, especially for bilingual and ESL
- Ability to work with University of Texas at El Paso (UTEP) pre-service and/or in-service education

Experience

Three (3) years teaching experience

Major Responsibilities and Duties

1. Serve as an onsite resource for dual language and ESL education for instruction and administrative staff.
2. Mentor and assist teachers in the development of teaching skills, strategies, or techniques to support implementation of dual language and ESL education.
3. Provide professional development to teachers in dual language and ESL education, biliteracy and assessments.
4. Conduct classroom demonstrations on biliteracy development, content biliteracy development and classroom management techniques.
4. Promote use of technology to strengthen teaching and learning processes.
5. Maintain consistent communication with Director for Connecting Languages/Dual Language.
6. Submit weekly reports of activities and professional development sessions conducted at assigned campus.
7. Work with teachers on early biliteracy development and oral language development.
8. Coordinate District wide professional development for dual language and ESL education.
9. Coordinate activities with UTEP, faculty and students.
10. Work with parents and other stakeholders to increase awareness of dual language and ESL education and effective bilingual programs.
11. Maintain program instructional materials; inventories and distribute instructional materials at assigned campus. s.
12. Perform other duties as assigned by supervisor.

Supervisory Responsibilities

None

Physical and Mental Job Requirements**Mental Demands / Physical Demands / Environmental Factors**

Maintain emotional control under stress. Frequent standing, stooping, bending, kneeling, pushing, and pulling. Move small stacks of textbooks, desks, and other classroom or adaptive equipment.

Terms of Employment

187 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: _____

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I have read and understood the contents of this job description. I acknowledge that my performance evaluation will be based on stated duties/responsibilities. I am also aware that my position is funded with federal funds and my job duties/responsibilities must comply with the Federal Program requirements.

Employee Signature: _____ Date: _____

I hereby certify the above information to be true and correct. The employee will be supervised to ensure that work performed by the individual listed above, is compliant with Federal Program requirements.

Supervisor Signature: _____ 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, at 230 -2031; Section 504 inquiries regarding students may be referred to 504 Coordinator 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, al 230-2031; preguntas sobre 504 tocante a estudiantes pueden ser referidas al oficial de 504 al, 230-2856.