



Notice of Job Vacancy #24-047

Posting Date: September 28, 2023

Position: ESL Coach Associate to serve Jefferson County Schools

Employment Term: part-time / "as needed"

Salary: \$45.00 per hour

Qualifications:

1. Professional Teaching Certificate with a master's degree in Curriculum and Instruction or related educational field
2. Specialization Endorsement for English as a Second Language (Pre-K-Adult)
3. Have no fewer than five (5) years of successful teaching experience
4. Have thorough knowledge and understanding of the West Virginia College and Career Readiness Standards
5. Have thorough knowledge and understanding of West Virginia Policy 2417 Regulations and English Language Proficiency Standards for English Learners
6. Have thorough knowledge and understanding necessary to analyze data related to assessments, including the English Language Proficiency Assessment for the 21st Century (ELPA21) and West Virginia General Summative Assessments (WVGSA), to facilitate meaningful interpretation and decision making to impact learning and language proficiency among English learners

Job Summary: The selected candidate will provide high-quality information and research-based guidance to instructional staff members and demonstrate effective teaching techniques to improve instruction leading to English language proficiency among English learners in Jefferson County Schools.

Responsibilities:

1. Model and collaborate with teachers in implementing effective teaching and learning strategies to address the academic and developmental needs of English learners.
2. Collaborate with content-based teams and teachers to analyze data and plan effective curricular initiatives and interventions for English learners.
3. Provide consistent consultation regarding effective, research-based instructional strategies, curricula, and resources for English learners.
4. Meet with teachers to design and modify instruction for English learners.
5. Design and facilitate whole-group and job-embedded professional development for teachers and other stakeholders supporting English learners.
6. Facilitate implementation of state and local assessments for English learners.
7. Establish and maintain collaborative relationships with all stakeholders.
8. Perform other reasonable duties and responsibilities as assigned.

Reports To: Coordinator of Federal Programs and School Improvement for Jefferson County Schools; EPIC Administrator

Evaluation: As required by State Board Policy 5310. The evaluation process outlined in this policy will be followed for professional and service employees.

The employee shall remain free of any alcohol or non-prescribed drugs while in the workplace. Alcohol and controlled substances which affect employee productivity, safety or judgment in the workplace will not be tolerated.

Conditions of Employment: Recommended by the EPIC Administrator; Confirmed by the EPIC Regional Council

Anticipated Start Date: Immediately following the onboarding process.

Application Process for Current EPIC Employees and New Candidates:

You may submit your application one of the following ways:

Online application can be made via Teach-In West Virginia Application System by clicking on the link below:

[Use this link to go to the online application system.](#)

Hard copy EPIC application can be found at www.epicresa8.org

Mail to 109 South College Street, Martinsburg, WV 25401 Attention: Human Resources
Email to Shannon Johnson at sdjohnson@wvesc.org
Fax to 304-267-3599 Attention: Human Resources

This posting will remain open until the position is filled or no longer needed.