

English Learner Specialist

JOB GOALS

Under the supervision of the School Principal, the English Learner Specialist is responsible for assisting teachers and staff with the implementation of academic supports for all English Learners and the implementation of the English Learner Program.

PERFORMANCE RESPONSIBILITIES AND DUTIES:

- Assess newcomers in their primary language to determine level of literacy skills and work collaboratively with relevant personnel for placement of all English Language Learners in the English Learner Pathway.
- Provide support to school staff with the implementation of the district's reclassification criteria, identification of students who meet the criteria, and with the completion of reclassification documents.
- Assist English teachers with objective completion of the Observation Protocol for Teachers of English Learners form (OPTEL) prior to reclassification meeting.
- Be familiar with English Language Proficiency Assessment for California (ELPAC) and provide support to teachers using the ELPAC Chat Tool and in the administration of the summative assessment.
- Provide modeling, coaching, and support to teachers of English Learners as needed.
- Assist with the development and revision of English Language course syllabi and curriculum.
- Provide site-level support PLCs with ELD professional development as requested.
- Collaborate with the Multilingual & Migrant Education staff in ongoing efforts to evaluate and improve the English Learner program.
- Collect and analyze English Learner achievement data including but not limited to state standardized tests and end-of-semester course grades to monitor progress and determine need for additional student support.
- Collaborate with counselors to monitor progress of Reclassified as Fluent English Proficient (RFEP) students; and help parents in understanding EL placement, assessment, and reclassification criteria.
- Collaborate with Special Education staff to assist in the identification of students who may be eligible for reclassification.
- Uses district adopted technologies to communicate and collaborate.
- Participate in English Learner professional learning opportunities and support teachers in the classroom.

PRIMARY EVALUATOR/WORKING LOCATION

School Site Principal and/or Designee
Position to be located at the school site

REQUIRED QUALIFICATIONS

- Five years of successful classroom teaching experience with English learners
- Possess a valid California Single-Subject clear credential in English
- CLAD or BCLAD certification and highly qualified
- Demonstrated success in differentiating instruction to meet the needs of English Language Learners and at-risk learners
- Training and experience in bilingual/cross-cultural teaching methodologies; successful classroom experience, English as a second language instruction, and sheltered instruction

DESIRED QUALIFICATIONS

Bilingual (Spanish/English) highly desired
Experience or leadership in mentoring, peer coaching, or designing/conducting professional learning