

AUTAUGA COUNTY BOARD OF EDUCATION  
PERSONNEL DEPARTMENT  
153 West Fourth Street  
Prattville, Alabama 36067

**POSITION ANNOUNCEMENT**

May 19, 2022

**The Autauga County Board of Education is now accepting applications for the position of:** EL Specialist

**Job Description:** Please see the attached Autauga County Board of Education (ACBOE) job description for this position.

**Qualifications:** Current Alabama Teacher's Certificate, Class A or higher, with proper endorsement/certification. Please see the attached Autauga County Board of Education job description for additional qualifications for this position.

**Effective Date:** July 20,2022

**Salary:** \$45,034 - \$78,991 (ACBOE approved salary schedule based on rank, certification and experience)

**Contract Length:** 202 days (10 months)

**Application Information:** Go to

[https://ats1.atenterprise.powerschool.com/ats/app\\_login?COMPANY\\_ID=00008500](https://ats1.atenterprise.powerschool.com/ats/app_login?COMPANY_ID=00008500)

to complete the on-line application. On the *Where do you want to work?* page, click "Deselect All". Then click on the "+" located next to the Alabama State Department Education check box. Click the box next to District 5 and click "+" next to the District 5 box. Then check the box for Autauga County. Complete all sections of the application; do not put "see resume".

**Application Deadline:** May 25, 2022 – until filled

*The Autauga County Board of Education is an equal opportunity employer and does not discriminate in employment on the basis of religion, race, color, sex, national origin, age or disability. Minorities are encouraged to apply.*

1 Attachments

1. Job Description

**EL SPECIALIST  
(System Level)**

**POSITION TITLE:** EL Specialist

**RESPONSIBLE TO:** Superintendent of Education

**REPORTS TO:** Federal Programs and Assessment Accountability Administrator

**QUALIFICATIONS:**

- Master's degree in education.
- Preference of certification in English as Second Language (ESL).
- Minimum of five years' successful teaching experience.
- Demonstrated leadership qualities.
- Effective skills in human relations.
- Strong organizational skills.
- Demonstrated knowledge of computers and other technology.
- Successful participation in professional development activities on the individual, local, system, and state levels.

**JOB GOAL:**

To coordinate Title III of Federal Programs according to state and federal regulations and to provide effective assistance to students, parents and teachers of participating students.

**PERFORMANCE RESPONSIBILITIES/ESSENTIAL FUNCTIONS**

1. Implements clear goals and specific achievement objectives for LEP (Limited English Proficiency) students.
2. Works with students in small groups or individually to enhance English skills in speaking, reading, writing, and listening.
3. Assists with successful implementation of Title III law at the system and local levels.
4. Monitors current Title III instruction practices and assists teachers of participating students.
5. Organizes and maintains vital documentation to monitor and improve Title III services.
6. Oversees assessment components to measure language acquisition.
7. Participates in ongoing training to effectively help students and teachers with current methodologies.
8. Coordinates parental involvement activities to strengthen parent participation and knowledge.
9. Structures professional development activities that are research based, ongoing, and coordinated to student needs revealed by current data.
10. Develops teaching strategies to implement curricula for LEP students.
11. Conducts workshops for parents and teachers.
12. Performs classroom visitations and demonstrations.
13. Recommends and assists in securing relevant materials for LEP students and/or programs.
14. Collaborates effectively with administrators and teachers to achieve academic achievement and enhance language acquisition skills.
15. Performs any other jobs as assigned.

