



K-12 English Language Learners Specialist

JOB DESCRIPTION

The K-12 English Language Learners Specialist, under the direction of the ESL and Bilingual Coordinators, serves as a facilitator for all schools within the Judson District.

EDUCATIONAL AND CERTIFICATION REQUIREMENTS

- Bachelor's degree, Master's preferred from an accredited university
- Valid Texas Bilingual Education/ESL teacher endorsement
- Minimum of five (5) years classroom teaching experience with Bilingual/ESL students

KNOWLEDGE, SKILLS, AND ABILITIES

- General knowledge of Curriculum and Instruction
- Knowledge of Commissioner's Rules concerning State Plan for Educating English Language Learners
- Fluent in Spanish (reading, writing, and speaking)
- Knowledge of State Assessments for English Language Learners
- Display a thorough knowledge of ESL and Sheltered Instruction
- Knowledge of TAKS and TEKS
- Knowledge of the TESOL standards
- Knowledge of research-based staff development strategies
- Outstanding oral and written communication skills
- Experience as Reading Recovery and/or DLL teacher preferred
- Knowledge of effective instructional strategies in reading and language arts
- Expertise in data analysis to improve student achievement
- Excellent interpersonal and organizational skills
- Collaborative team player

DUTIES AND RESPONSIBILITIES

1. Serves as a facilitator for all schools to help meet the needs of English Language Learners
2. Conducts research in Bilingual/ESL latest trends and make presentations about best practices to teachers and administrators
3. Assists with the maintenance of all records for English Language Learners and assess students for placement and reclassification
4. Facilitates, edits, and or produces curriculum for English Language Learners
5. Works directly with classroom teachers and campus administrators to implement strategies to improve instruction and increase student performance
6. Observes teachers and provide constructive feedback designed to improve instruction
7. Plans and implement staff development for teacher of English Language Learners in collaboration with other curriculum department staff
8. Works with other instructional specialists to incorporate English Language Learners' strategies and ensure alignment between English and Spanish instruction in District curriculum frameworks, as well as integration throughout all other District initiatives
9. Attends literacy conferences and other Professional Development trainings
10. Works cooperatively with Special Education personnel, Administrators, Team Leaders, and Department Coordinators
11. Performs other duties as assigned

MENTAL DEMANDS

Ability to communicate effectively (verbal and written), interpret policies and procedures, reason, read, understand verbal instructions, analyze, differentiate, coordinate, compile, instruct, and maintain emotional control.

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PHYSICAL DEMANDS

Ability to lift and/or carry moderate weight (15-44 pounds), sit, stand, walk, climb stairs or ladder, reach, repetitive hand motions, hear, speak, travel infrequently within the District and occasionally outside the district/county, may experience prolonged and irregular work hours, and work with frequent interruptions.

PAY SCALE: PE3

NUMBER OF DAYS: 216

The Judson School District considers applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, or any other legally protected status.

*Revised
12/2/07*