

ORANGE UNIFIED SCHOOL DISTRICT

**ENGLISH LEARNER INSTRUCTIONAL SPECIALIST- Secondary**

**BASIC FUNCTION**

The EL Instructional Specialist- Secondary will work directly with classroom teachers to fully implement the District adopted curriculum at their assigned schools. The EL Instructional Specialist will share the responsibility of coaching classroom teachers at multiple middle school sites across the District.

**DISTINGUISHING CHARACTERISTICS**

This position classification requires subject matter expertise in English Learner Educational programming, and curriculum, instructional strategies, educational assessment and professional development. Candidates must also possess expertise in the field of reading /language arts, mathematics and English Language Development. Direct experience in teaching in one or more of these areas is required to analyze the instruction program for English learners. This position classification performs light work involving sitting a portion of the time, but does require walking and standing for extended periods. This position requires accurate perceiving of sound, near and far vision, depth perception, the ability to provide oral information and direction, and the handling and transporting of instructional and assessment materials and objects.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

**ESSENTIAL DUTIES**

- Provide modeling, feedback, and instructional support for classroom teachers
- Assist with the full implementation of state standards and district adopted instructional materials.
- Facilitate grade level meetings
- Attend all professional training on content and teaching procedures
- Addend additional training in how to be an effective coach
- Analyze collected achievement data, identify patterns and plan staff development that is responsive to the data related to improvement of reading instruction.
- Evaluate the needs of teacher professional development
- Provide leadership in assessing, identifying, formulating, and implementing the District Reading/Language Arts, Mathematics, and English Language Development program based on grade level standards.
- Meet weekly with Administrator, English Learner Services
- Serve as a member of the school's Instructional Leadership Team

**QUALIFICATIONS**

Knowledge of:

- \*Best practices, trends, goals and objectives of high quality reading, mathematics, and/or
- \*English language development instruction;
- \*Organization, planning, and program evaluation strategies, techniques, and procedures;
- \*Curriculum and instruction, and design and delivery systems specific to reading instruction;
- \*Research and development strategies, processes, and techniques;
- \*Human relationships, conflict resolution strategies and procedures, and team building methods and techniques.

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Ability to:

- \*Communicate effectively in oral and written form.
- \*Establish and maintain cooperative and effective working relationships with others.
- \*Organize, evaluate and analyze data and plan actions based on the data collected.
- \*Serve as a resource in classroom management, curriculum, instruction, assessment and technology for instructional staff.
- \*Display the use of good judgment in making decisions.
- \*Train and provide work direction to others.
- \*Work independently with little direction.
- \*Meet schedules and time lines.

**EXPERIENCE AND EDUCATION**

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

Minimum of five years of successful teaching of reading and language arts, mathematics, or English language development. Expertise in ELD Instruction required.

Education:

Possession of Baccalaureate or higher degree.

**Certification Requirement**

Valid California Teaching Credential; BCLAD/CLAD

Appearance, grooming and personality which establishes a desirable example for pupils and peers.

Ability to meet District standards for physical and mental health.

**License Requirement**

Possession of a valid California Motor Vehicle Operator's License.

**Condition of Employment**

Insurability by the District's liability insurance carrier.