



Cicero School District #99

Job Title: Spanish for Educators Instructor
Reports To: Director of Multilingual Department

Position Summary

Part-time after-school Spanish instructors are needed to teach specific courses to enhance Communication between parents and district staff. Levels: beginner, intermediate/advanced. Classes will be in person or virtual.

Qualifications & Requirements

- Certified teacher (03, 09) with an endorsement to teach Spanish as a foreign language or foreign equivalent (not a bilingual endorsement)
- Directly related experience
- Native or native-like Spanish skills
- Experience teaching adults preferred

Duties & Responsibilities

- Prepare lessons and teach classes to district staff members
- Attend in-service training to develop a curriculum to meet the specific needs of staff members
- Take attendance

Working Environment:

The job is performed in a minimal temperature environment and is generally a hazard-free setting.

Physical requirements

Regularly required to sit, stand, walk, talk, hear, operate a computer, or other office equipment, reach with hands and arms, and must occasionally lift and/or move up to 30 pounds.

Terms of Employment

Start Date: September/October
Dates: 1 day/week, October- March (21-24 weeks)

Hours: After school - 1 to 1.5 hours per class for each level (Beginner & intermediate)

Instructor Compensation:

Extra duty rate as outlined in the master agreement between the Board of Education, Cicero School District 99, and the Cicero Council Union \$35 Extra Duty Rate Certified Teacher

All applicants (internal and external) need to complete an online application located on the Cicero School District #99 website at www.cicd99.edu.

NOTE: If you are in the District 99 Retirement Queue and did not perform other extra duties during the previous school year/s, you may not be eligible for this position. Please contact your building principal or HR for verification.