



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN
TALENT DEVELOPMENT OFFICE

Dual Language/Bilingual Teacher

POSITION SPECIFICATIONS

REPORTS TO

School Principal

PRIMARY FUNCTION

To provide an instructional program which develops individual student competencies consistent with district programs and elementary school curricula in an English/ Spanish Dual language immersion program.

QUALIFICATION PROFILE

CERTIFICATION / LICENSE

Connecticut teacher certification for Grades 1-6 (305); Integrated Early Childhood/Special Ed., Birth-Kindergarten (112); Integrated Early Childhood/Special Ed., Nursery-K-Elem., 1-3 (113); or Elementary, 1-6 (305) and Bilingual Language Spanish Endorsement (110)

EDUCATION

Bachelor's or Master's degree from accredited college or university.

EXPERIENCE

Prior elementary teaching experience preferred.

SKILLS, KNOWLEDGE & ABILITIES

- Develops and implements an instructional program, consistent with the goals of the district, in conjunction with regular classroom partner teacher and the English as a Second Language teacher.
- Demonstrates a knowledge, understanding and application of the elementary school curriculum and the principles of Dual Language Education.
- Contributes to the implementation of Dual Language Immersion program which emphasizes:
 - Student opportunities to gain comprehensive biliteracy, numeracy and cultural competence.
 - The increased acquisition of skills in Spanish and English.
- Demonstrates a knowledge, understanding, and application of the elementary school curriculum.
- Creates an atmosphere and presents an educational program which will be conducive to the intellectual, social and emotional growth of each student.
- Provides students with opportunities to develop critical thinking and decision-making skill.
- Provides for creative activity through purposeful learning tasks.
- Employs a variety of research-based teaching strategies through the use of district instructional materials and audio-visual aids.
- Uses community resources where applicable and available.
- Promotes and contributes to grade level and school activities.
- Makes use of significant aspects of pupil growth as a guide in planning individual and group activities.
- Prepares and maintains written plans to meet individual needs and creative abilities of students.

- Uses knowledge of student's background to facilitate program planning.

ESSENTIAL PERFORMANCE RESPONSIBILITIES

- Establishes criteria for evaluation and use of test to diagnose students' needs and progress
- Confers with individual students relative to progress recommending reinforcement procedures and/or enrichment activities
- Keep parents informed through a variety of means, including parent conferences to discuss of student progress.
- Promotes student self-awareness, self-respect, confidence and trust.
- Teaches good work habits and encourages students to work to the best of their ability and to take pride in their accomplishments.
- Creates an atmosphere in which students feel free to express their views.
- Promotes proper care of instructional equipment and materials.
- Encourages students to care for and take pride in their classroom
- Provides a learning environment conducive to the student's educational development.
- Works with their partner teacher and the English as a Second Language teacher to identify and assess the student's language dominance and proficiency.
- Keep accurate records as required by Building, District, State, or Federal requirements.

ADDITIONAL DUTIES

- Shares professional literature and innovative practices with staff.
- Assists in interpreting the districts' instructional program to parents and the community.
- Contributes to school committees, staff meetings, and other staff efforts.
- Keeps informed of developments in the field of elementary and Dual Language education.
- Makes constructive use of personal evaluation.

EQUIPMENT

Must be able to use a computer and job related equipment.

TRAVEL REQUIREMENTS

Travel between schools, at an infrequent/as needed basis..

TERMS OF EMPLOYMENT

WORK SCHEDULE

Follows school procedures as established by the principal in accordance with the agreement with the New Britain Federation of Teachers.

UNION AFFILIATION

Local 871, New Britain Federation of Teachers.

FUNDING SOURCE

Determined by position.

Job description is illustrative of tasks and responsibilities. It is not meant to be all inclusive of every task or responsibility.

LAST REVISED: 01/07 JF
REVISED: 02/2023
PERSONNEL REVIEW: 02/27/2023
BOARD APPROVED: 03/06/2023