

## **MANKATO PUBLIC SCHOOLS - DISTRICT 77**

Mankato Area Adult Basic Education

**Job Title:** Adult Basic Education - ESL Teacher

**Department:** Community Education & Recreation – Adult Basic Education

**Immediate Supervisor:** ABE Program Coordinator

### **Qualifications:**

**Required:** Valid Minnesota teaching license (OR Masters degree in TESOL). Ability to differentiate instruction according to varied learning styles and educational levels. Experience and competency with the use of technology in the classroom (Google Classroom, Google Sites, Google Meet, Gmail, Google Docs and Google Drive) including HyFlex, Online and In-Person modalities. Knowledge of student-centered learning practices. Experience working with students of varied ages, levels, and cultural backgrounds.

**Preferred for English as a Second Language Teachers:** Experience working in Adult Literacy education, teaching English as a Second Language. Knowledge of and experience with Comprehensive Adult Student Assessment System (CASAS) and CCRS standards.

### **Job Duties:**

1. Teach classes as assigned by the ABE Program Coordinator.
2. Develop engaging curricula in accordance with program standards and instructional practices relevant to adult learners.
3. Document and evaluate student progress using formative and summative assessments such as TABE or CASAS.
4. Adapt teaching style to engage and retain students.
5. Facilitate and integrate technology into instruction.
6. Monitor attendance and student progress using the MnABE Student Information Database (SID).

### **Expectations:**

1. Supports the mission, vision and philosophy of Mankato Area Public Schools and Minnesota Adult Basic Education programming and comply willingly with all organizational policies and procedures.
2. Supports and facilitates positive interaction with others by exhibiting individual maturity, respect for others, and a team-centered approach.
3. Maintains student confidentiality by complying with the Family Education Rights and Privacy (FERPA) Act.
4. Values a multicultural workplace.
5. Exhibits effective verbal and written communication/presentation skills.

6. Maintains good working relationship with administrative, clerical and program staff within the Community Education & Recreation /Adult Basic Education program, Mankato Area Public Schools and with staff of partnering agencies.

**Location:** Lincoln Community Center, 110 Fulton Street, Mankato, MN 56001.

**Salary range:** Hourly wage according to Master Agreement (see addendum for ABE teacher scale.)