

Kalamazoo Public Schools

Every child. Every opportunity. Every time.

August 13, 2021

**Secondary ESL Coach
2021 – 2022 School Year
Administration Building (1.0 FTE)
KEA Salary Schedule and Grade, 10 Month Salary**

Scope of Responsibilities

The Secondary ESL Coach will provide instructional support to teachers at secondary schools through modeling and implementing language specific pedagogy to accelerate progress in all language domains for English language learners. Additionally, the coach is expected to assist in the planning, development, and revising of the ESK curriculum and other responsibilities as listed below.

Performance Responsibilities

1. Work collaboratively with EL teachers and other department staff in secondary schools to assist them in developing strategies and programs that facilitate language development for English learners
2. Implements instructional programs designed to increase the achievement of ESL students to ensure that they are college ready
3. Communicates ESL procedures, guidelines as well as federal and state regulations to staff members.
4. Facilitates and monitors the development of curriculum aligned to state standards and expectations.
5. Collaborate with other curriculum staff and leaders to plan, implement, facilitate and professional development opportunities.
6. Assist with curriculum development and identifying resources for professional development.
7. Assist ESL Coordinator in supporting teachers with securing instructional materials, routinely surveying needs and maintaining inventory of resources used in all class/levels.
8. Assist ESL Coordinator in planning summer school courses, providing professional development for summer school teachers and conducting follow-up session with summer staff to inform practice and future planning.
9. Assist ESL Coordinator in conducting approved resource audits for possible adoptions.
10. Assist ESL Coordinator in implementing special project to enhance curriculum and further prepare students for civic responsibilities.
11. Assist in the implementation of literacy strategies as they are connected to ESL expectations.
12. Perform other duties as assigned.

Minimum Qualifications

1. Master's degree in Applied Linguistics, English as a Second Language, Bilingual Education or related field.
2. Knowledge of WIDA English Language Development Standards Framework.
3. Valid Michigan teaching certificate.
4. Minimum five years of successful teaching experience.
5. Expertise with ESL teaching methodologies and best teaching practices in literacy development and content area instruction.
6. Evidence of successful learning and collaboration with colleagues and other staff members.
7. Demonstrated ability to plan and conduct professional development.
8. Experience in data collection and analysis tools.
9. Recommendation of an administrator
10. Demonstrated ability in leadership.
11. Knowledge and experience in writing across the curriculum.

Desirable Qualifications

1. Minimum three years of successful experience working with children and families in an urban educational setting and/or diverse/multi-cultural setting.
2. Good interpersonal skills
3. Positive role model.
4. Knowledge of Charlotte Danielson's Framework for Teaching.
5. Membership in State and/or National Professional Organizations.
6. Problem Solving skills.
7. Evidence of academic excellence in areas of teaching and learning.
8. Experience reviewing and evaluating curriculum through continuous monitoring and evaluation.

Please apply online at www.kalamazoopublicschools.com or in person at
1220 Howard Street, Kalamazoo, MI 49008.

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