

# Kalamazoo Public Schools

**Every child. Every opportunity. Every time.**

## **Secondary English as a Second Language (ESL) Teacher**

**Loy Norrix High School**

**KEA Salary Schedule, 1.0 FTE**

### **Scope of Responsibilities**

Teachers who provide academic support to students whose primary language is other than English.

### **Performance Responsibilities**

1. Teaches District approved curriculum.
2. Meets and instructs assigned classes in the locations and at the times designated.
3. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
4. Prepares for all classes assigned.
5. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
6. Employs a variety of instructional techniques and instructional media specific to the needs of ESL students, consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
7. Assists the administration in implementing all policies and rules governing student life and conduct, and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
8. Assesses the accomplishments of students on a regular basis, keeps appropriate records and provides progress reports as required.
9. Identifies students struggling academically or behaviorally to the child study team, seeking the assistance of district specialists as required if a disability is suspected.
10. Is available to students and parents for education-related purposes outside the instructional day.
11. Evaluates pupils' academic and social growth, keeps appropriate records as and prepares progress reports.
12. Establishes and maintains reasonable standards and procedures for pupil behavior to achieve an effective learning atmosphere.

### **Minimum Qualifications**

1. Four year degree from an accredited teacher preparation program.

2. Valid Michigan certificate with English as a Second Language (NS).
3. Must be Highly Qualified in content area.
4. Demonstrated skill in oral and written communication.

**Desirable Qualifications**

1. Experience with non-English speaking populations.
2. Minimum three years of successful experience working with children and families in an urban educational setting and/or diverse/multi-cultural setting.
3. Successful classroom teaching experience.

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