JOB DESCRIPTION

JOB TITLE: Elementary Multilingual Learner Specialist

REPORTS TO: The executive director/building administrator for interpreting or other identified administrator

UNIT CLASSIFICATION: Renton Education Association (REA)

PRIMARY PURPOSE:

The Multilingual Learner (ML) Specialist collaborates with classroom teachers and support staff to create a system that ensures academic learning is accessible to students whose dominant language is other than English.

ESSENTIAL FUNCTIONS

1. Confer with teachers, counselors, paraeducators, ML facilitators, administrators, students and/or parents to determine language and academic needs of ML students.
2. Administer formal or informal tests to further determine needs of students.
3. Establish and maintain standards of student behavior to achieve an effective learning atmosphere.
4. Work cooperatively with others in achieving common goals supporting Professional Learning Communities.
5. Contribute to the orderly development and conduct of program learning activities and curriculum.
6. Provide differentiated instruction (Sheltered Instruction Observation Protocol: SIOP) for all students, including those qualified for special education and ML.
7. Collaborate with classroom teachers and work within grade-level classrooms to assist ML students in accessing content learning.
8. Develop individualized academic programs designed to meet the specific needs of select ML students.
9. Implement the individualized programs by working with small groups of students to improve their language skills and academic performance.
10. Maintain records of each student's progress.
11. Maintain regular attendance; adhere to board policy and the mutually bargained leave and attendance terms as stated in the collective bargaining agreement.
12. Assist in orienting, training and assigning paraeducators to work with English

Language Learner students.

MINIMUM QUALIFICATIONS

1. Washington State Teaching Certificate. Endorsed certificates must be applicable to the assignment.
2. Ability to articulate and implement English Language Proficiency Standards.
3. Demonstrated ability to develop and implement appropriate positive behavior interventions for students.
4. Demonstrated ability to work successfully with students, staff and multi-cultural community.
5. Special experience and/or training in working with ML students preferred.
6. Possess general knowledge and varied experience that demonstrates leadership capabilities in an educational setting.
7. Demonstrated individual personal achievement(s) that demonstrate evidence of ability to engage in high-level dialogue while also following through on detail-oriented tasks.
8. Demonstrated interest in and evidence of continued personal and professional growth.
9. Cultural Competency; ability to effectively work with diverse populations.

RELATIONSHIPS

The ML Specialist is accountable to the executive director/building administrator for interpreting and executing the above responsibilities, in addition to any other responsibilities that are assigned. The teacher maintains continuous contact with staff members to ensure close coordination and communication necessary for the accomplishment of the above responsibilities. The ML teacher maintains contact with parents, community organizations, and other agencies to promote understanding of the objectives of the program and the school district.

SALARY

Salary as determined by placement of District salary schedule, plus fringe benefits.