

Job Title: ML Instructional Leader (Multi Language)

Classification: Certificated

Reports To: Building or Department Administrator

Next Higher Supervisor: Assistant Superintendent

General Description: Under the direction of the Principal, is responsible for helping students learn subject matter and skills in English. This position may include, but not be limited to, the following performance responsibilities, qualifications, knowledge, skills, and abilities.

Performance Responsibilities/Essential Functions:

ML Program Leadership:

1. Models and guides staff in using asset-based language and instruction
2. ML program model development
 - Identify students according to state guidelines
 - Administer state language assessments
 - Creates ML service model using multiple data points
3. Provides guidance to staff to understand cultural responsiveness and differences in perspectives
4. Participates in school-wide intervention and/or MDT like teams when ML students are identified. Supports decisions regarding language development.
5. Works collaboratively with all staff to plan and ensure that language objectives are present and aligned with students' strengths and growth opportunities
 - In collaboration with content teachers, set and progress monitor language goals
6. Attends district level ML meetings and professional learning opportunities
7. Provide clear communication with district guidance on ML program to the staff as needed
8. Reviews ML program model guidelines with staff
9. Share best practices for ML students with staff
10. Plans and monitors ML educational assistants instructional services

Student Instruction

1. Understands language development and how to instruct students accordingly using best practice
2. Plans and delivers instruction to meet the needs of Multi-Lingual Learners (MLL) identified
3. Creates an inclusive classroom environment that is rigorous and aligned to tier one instruction
4. Educational liaison to provide information to families to partner with families about meeting the educational needs of the child

Family Partnerships

1. Provides opportunities to allow families to share their perspective and involvement on their child's education
2. Ensures the guidance for interpretation and translation services is available for all staff
3. Supports families understanding of students programing and options

Other

1. Promote appreciation for cultural and racial diversity among students
2. Satisfactorily meets performance evaluation criteria as outlined by state law and the collective bargaining agreement
3. Attends staff meetings and serves on staff committees as required
4. Performs other duties as assigned

Qualifications:**Education and Experience:**

1. Valid Washington State teaching certificate with appropriate ESL or Bilingual endorsement.
2. Experience working with ML students and families.
3. Blood Borne Pathogen Training, provided at time of hire.
4. First Aid CPR with AED, can be provided at time of hire.

Knowledge, Skills, and Abilities:

1. Knowledge of and successful experience with MLL instruction and inclusionary practices
2. Ability to successfully employ effective teaching methods
3. Ability to develop and maintain effective classroom management
4. Ability to communicate effectively with students, parents, and staff

This job description outlines the general nature and level of work performed by employees in this role. It is not intended to describe all duties, responsibilities, or qualifications. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.

Approved by: _____
Darryl Pernat, Executive Director of Human Services

Date

Revised: 07-2023