JOB DESCRIPTION
DUAL LANGUAGE ONE WAY
ELEMENTARY TEACHER

POSITION GROUP: ETA

POSITION TITLE: Dual Language One Way

DEPARTMENT: Elementary Curriculum

REPORTS TO: Building Principal

SUPERVISES: N/A

POSITION GOAL(S):
To implement the U-46 curriculum and initiatives with fidelity to improve academic achievement for all students.

JOB DUTIES / ACCOUNTABILITIES:

1. Plans a program of study that follows district guidelines and, as much as possible, meets the individual needs, interests and abilities of students.
2. Implements researched-based teaching strategies that engage all students; acknowledging a range of abilities of students and cultural backgrounds.
3. Creates an environment conducive to learning and motivates students through effective communication and evaluative feedback.
4. Implements current district curriculum and subject matter that is grade level appropriate.
5. Plans for and guides the learning process toward the mastery of curriculum goals, and establishes clear objectives for all lessons, units, and projects that are clearly communicated to students.
6. Implements school improvement plans and strategies.
7. Collaborates with colleagues, students, and/or parents on a regular basis, and as requested by the administration.
8. Implements formative and summative assessments of student progress to drive instruction and communicates progress to students and parents.
9. Sets high expectations for student achievement and behavior and motivates students to work to their highest potential.
10. Assists in the referral and diagnosis of students with learning difficulties, seeking assistance from other school personnel as required.
11. Works cooperatively with building principal and/or director in assessing his/her teaching strengths and weaknesses, and planning and implementing a program to improve his/her teaching competencies.
12. Participates on curriculum, personnel, policy or professional development committees related to the educational program.
13. Maintains accurate, complete, and correct records as required by law and district policy.
14. Assists administration in implementing student discipline policies and maintains order in area(s) assigned and/or supervised in a fair and just manner.
15. Performs other duties as assigned by the principal, or other administrative staff.
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ELEMENTARY TEACHER

EXPERIENCE / KNOWLEDGE:

2. Knowledge of and ability to implement the RtI process and tiered instruction and interventions.

EDUCATION:

1. Bachelor’s degree in related subject from accredited university.
2. Professional Educator License (PEL) with the appropriate Elementary or Early Childhood endorsement and Bilingual Education Teacher-Spanish endorsement; OR
3. Educator License with Stipulations (ELS) with a Transitional Bilingual Educator (TBE) endorsement in Bilingual Education Teacher-Spanish.
4. Fluent verbal and written Spanish and English skills.
5. Bicultural awareness of both Spanish-speaking countries and mainstream English-speaking community.
6. Teaching experience is preferred but not necessary for hiring.
   a. Experience in at least one of the grade levels of a multi-grade is preferred.
   b. Preferable recent experience in the sought position.

PHYSICAL DEMANDS:

1. Requires prolonged sitting or standing.
2. Occasionally requires physical exertion to manually move, lift carry, pull, or push heavy objects or materials.
3. Occasional stooping, bending, and reaching.

TERMS OF EMPLOYMENT:

This is a 9-month position. Salary and benefits as established by the Board of Education.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board’s policy on evaluation of support service personnel.

JOB DESCRIPTION CREATION / REVISION DATE: 03/30/2020

Employee Signature: ___________________________ Date: ___________

Supervisor Signature: ___________________________ Date: ___________