JOB DESCRIPTION
SCHOOL DISTRICT U-46
HUMAN RESOURCES

Position / Title: Teacher Dual Language	
Bargaining Unit: ETA	**Department/Location:** Multilingual and Multicultural Education
Calendar Days: 184	**Reports To:** Building Principal
JD Revision Date: 07/20/2026	**Supervises:** N/A

Function / Position Summary
To implement the U-46 curriculum and initiatives with fidelity to improve academic achievement for all students.

Job Duties / Responsibilities
- Plans a program of study that follows district guidelines and, as much as possible, meets the individual needs, interests and abilities of students.
- Implements research-based teaching strategies that engage all students, acknowledging a range of abilities of students and cultural backgrounds.
- Creates an environment conducive to learning and motivates students through effective communication and evaluative feedback.
- Implements current district curriculum and subject matter that is grade-level appropriate.
- 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.
- Implements school improvement plans and strategies.
- Collaborates with colleagues, students, and/or parents on a regular basis, and as requested by the administration.
- Implements formative and summative assessments of student progress to drive instruction and communicates progress to students and parents.
- Administer ELL testing (ACCESS and/or any required testing for ELL students).
- Sets high expectations for student achievement and behavior and motivates students to work to their highest potential.
- Assists in the referral and diagnosis of students with learning difficulties, seeking assistance from other school personnel as required.
- 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.
- Participates on curriculum, personnel, policy or professional development committees related to the educational program.
- Maintains accurate, complete, and correct records as required by law and district policy.
- Assists administration in implementing student discipline policies and maintains order in area(s) assigned and/or supervised in a fair and just manner.
- Performs other duties as assigned.

Education
- Bachelor's degree in related subject from an accredited university.
- Professional Educator License (PEL) with the appropriate Elementary or Early Childhood endorsement and a Bilingual Education Teacher-Spanish endorsement; OR

- PEL with the appropriate Elementary or Early Childhood endorsement and an Educator License with Stipulations (ELS) with a Transitional Bilingual Educator (TBE) endorsement in Bilingual Education Teacher-Spanish.
- Teaching experience is preferred but not necessary for hiring.
    - Experience in at least one of the grade levels of a multi-grade is preferred.
    - Recent experience in the sought position is preferred.

Experience / Knowledge

- Knowledge of the Illinois Learning Standards (CCSS 2014).
- Knowledge of Illinois English Language Proficiency Standards for ELL (English Language Development Standards).
- Knowledge of Spanish Language Arts Standards.
- Knowledge of and ability to implement the RtI process and tiered instruction and interventions.
- Multicultural awareness and experience working with the diverse student demographics represented in U-46.
- Fluent oral and written Spanish and English language skills.
- Deep understanding of second language acquisition.

Physical Demands

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

Terms of Employment

- This is a 10-month position.
- Salary and benefits as established by the Board of Education.

Employee Signature: _____ Date: _____