

CALDWELL-WEST CALDWELL PUBLIC SCHOOLS - JOB DESCRIPTION

English as a Second Language (ESL)/English Language Development (ELD) Teacher

Nature of Work

Plans, organizes, and presents instruction and instructional environments which help English Language Learners succeed and learn the subject matter and skills that will contribute to their English Language Acquisition, academic skills, and social development. Ensures compliance of federal, state, and local policies governing the education of English Language Learners and the English as a Second Language Program.

Duties and Responsibilities

- Provide English as a Second Language/English Language Development Instruction to qualifying English Language Learners using the WIDA standards.
- Administers the district-approved screening and state-mandated assessments (ACCESS, etc.) to identify students who may be eligible for services or ready to exit the program, including maintaining records
- Monitor and report student progress towards achievement of ACCESS.
- Facilitate and support home-school communication between ESL/ELD staff, classroom teachers and families.
- Support home-school communication such as sharing information about the program, hosting parent events, and providing families with information about the program .
- Productively interacts with classroom teachers and child study team members on a regular basis to monitor the classroom program and needs of ELL students. Consults and collaborates with classroom teachers to provide mainstream support for ELL students
- Provide input on the ESL/ELD curriculum, and instructional materials on an annual basis.
- Liaises with the classroom teacher to support sheltered instruction strategies for ELLs.
- Participate in various meetings for the purpose of receiving and/or providing information about ELLs.
- Perform other related duties as assigned by the Superintendent or Designee.

Knowledge, Skills, and Abilities

- Bilingual Spanish preferred.
- Knowledge of the WIDA standards.
- Experience teaching English Language Learners
- Demonstrates a growth mindset about student and adult learning.
- Record of exceptional professionalism and collaborative communication with all stakeholders;
- Commitment to data-driven, student-centered instruction; and
- Ability to create and maintain positive relationships with families, teachers and administrators

Minimum Training and Experience

- Is familiar with all state regulations as they pertain to ESL, as stated in the New Jersey Administrative Code.
- Bachelor's degree including all courses to meet credential requirements.
- Valid NJ license in the grade levels and areas assigned.