

GLADSTONE SD 115

Teacher Secondary EL/Spanish (339)

JOB POSTING

Job Details

Posting ID

339

Title

Teacher Secondary EL/Spanish

Description

Work Year: Academic Year (191 Contract Days; 1.0 FTE)
Supervised By: Building Administrator
Classification: Licesned - Salaried

Application Deadline: April 29, 2019

Start Date: August 2019

Gladstone High School and Kraxberger Middle School shared this full time ELL/Spanish position which is open for the 2019-20 school year.

Gladstone School District offers a comprehensive benefit package including district paid 6% employee PERS contribution (PERS Pick-Up) Placement on salary scale is per contract - <http://gladstone.k12.or.us/district-departments/human-resources-dept/>

Job Goal:

To assist in oversight of the ELL Program as it seeks to provide equal access to academic success for all students whose first language is not English. To promote Spanish language and culture through the teaching of an elective class at the secondary levels.

Minimum Qualifications:

1. Valid Oregon teacher license with appropriate endorsement acceptable to Teacher Standards and Practices Commission for position assignment.
2. Fluent in oral and written English.
3. Bilingual in Spanish and English preferred.
4. Knowledge of ELL issues and methodology.
5. Formal and informal education or training sufficient to perform the job.
6. Satisfactorily perform the requirements of the position as described in the job description.
7. Possess the emotional and physical stamina to perform duties as required by the designated task except for temporary disability.

Essential Functions:

1. Regular attendance and punctuality.
2. Develops and maintains a classroom environment conducive to effective learning.
3. Assist in planning an appropriate program for targeted students to receive instruction in ELL and, where needed, in content and first language literacy.
4. Participate in planning and implementing in-service and staff development for mainstream teachers and other staff to understand collective and individual needs of the target students and to develop strategies to accommodate those needs.
5. Assist in providing interpretation as needed for parents, students, and schools in enrolling, filling out forms for the free and reduced lunch, and needed transportation services.
6. Assesses the accomplishments of students on a regular basis, and uses the identified student needs to plan instruction, and maintains such records as required by law and by district policy.
7. Takes all reasonable precautions to provide for health and safety of the students and to protect equipment, material and facilities.
8. Work with school personnel to make the students' first exposure to the school a smooth transition and a positive experience.
9. Assess students' language proficiency and help counselors and others in placing them in the most appropriate learning environments.
10. Teach ELL classes at any grade level as arranged with program administrator.
11. Provide on-going support to instructional assistants who work with students.
12. Help in the process of ordering and dispensing teaching materials as the budget allows.

13. Recruit, place, and supervise volunteer tutors.
14. Monitor progress in all students' other classes and provide help to understand and complete assignments. Advocate for students with teachers and provide support for instructional strategies.
15. Provide support for academic assessment in appropriate languages when possible.
16. Inform parents on how they can be involved in their children's education. Provide and promote parent meetings, one-on-one contact, and written information sent to the homes.
17. Work with students and parents to encourage regular attendance.
18. Help provide interpretation at parent-teacher conferences.
19. Demonstrate a sound working knowledge of school law, District and migrant policies.
20. Provide needed information and facilitate the required reporting processes for the ELL program.
21. Translate school documents and letters to Spanish and interpret for parents and school personnel.
22. Attends and participates in faculty meetings.
23. Other duties as assigned.

<i>Shift Type</i>	Full-Time	<i>Salary Range</i>	
<i>Salary Code</i>	Per Year	<i>Job Category</i>	Licensed
<i>External Job Application</i>	Licensed Application - Final	<i>Internal Job Application</i>	Licensed Application - Final
<i>Location</i>	Gladstone High & Kraxberger Middle	<i>Posting Status</i>	Active
<i>Minimum Qualifications</i>			
<i>Screening</i>			

Job Application Timeframes

<i>Internal Start Date</i>	04/10/2019	<i>General Start Date</i>	04/10/2019
<i>Internal End Date</i>	04/29/2019	<i>General End Date</i>	04/29/2019

Job Pools

<i>Pool Name</i>	<i>Quantity</i>	<i>Requisition ID</i>	<i>Requisition Title</i>
Default	1		

Alternate Job Contact

<i>Name</i>	Natalie Weninger	<i>Title</i>	Administrative Assistant
<i>Location</i>	Gladstone School District Office	<i>Phone</i>	503.496.3935
<i>Email</i>	weningern@gladstone.k12.or.us		

References

<i>Automatically Send Reference Check</i>	Yes	<i>Reference Check Form</i>	Certified Survey
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