

EPPING SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: ESOL TEACHER

GENERAL DESCRIPTION: The ESOL Teacher accepts responsibility for the identification, servicing, monitoring, and exiting of the district ESOL students in accordance with the New Hampshire Department of Education guidelines. Instruction will be guided by Best Practices instructional strategies; the WIDA Domains of listening, speaking, reading and writing; the Epping School District curriculum (K-12); Epping High School Competencies; and the New Hampshire Department of Education Grade Level Expectations (GLEs) K-8, Grade Span Expectations (GSEs) 9-12. The ESOL Teacher will coordinate and administer the mandated WIDA W-APT Screener along with the annual ACCESS ELLs testing. In addition, the ESOL Teacher will collaborate with administrators, counselors, teachers and other school staff on behalf of the ESOL students; serve as a resource for information regarding ESOL instruction; function as liaison between school, parents, and community.

QUALIFICATIONS:

1. Valid New Hampshire teaching certification
2. Valid New Hampshire ESOL certification
3. Prior years of classroom teaching preferred

KNOWLEDGE: Requires knowledge of:

1. New Hampshire Department of Education ESOL program guidelines.
2. New Hampshire Department of Education ESOL Compliance Plan.
3. WIDA Consortium: Domains, Proficiency Levels, Can Do Descriptors.
4. ESOL language acquisition stages, language acquisition theories and their impact on academic performance.
5. New Hampshire Department of Education Grade Level Expectations (GLEs) K-8, Grade Span Expectations (GSEs) 9-12.
6. Epping School District curriculum Grades K-12.
7. Epping High School Competencies.
8. Academic and emotional challenges unique to the ESOL student.
9. ESOL accommodations for NECAP and ACCESS testing.
10. ESOL classroom accommodations K-12.
11. Learning styles.
12. Best Practices instructional strategies.

SKILLS: Requires demonstration of:

1. Strong human relations skills working as part of an instructional team supporting student/classroom learning.
2. Problem solving skills to support student success.
3. Human relations skills in a service-oriented educational environment.
4. Organizational and multi-tasking skills.

5. Verbal and written communication skills to effectively interact with administration, instructional staff, and parents.
6. Technology and data analysis skills.

ABILITIES: Requires the ability to:

1. Collaborate with and support classroom as well as content area teachers.
2. Coordinate and administer both: W-APT screener, ACCESS ELLs testing.
3. Transition ESOL students through the stages of language acquisition.
4. Plan and implement ESOL instruction (K-12) supporting grade level curriculum mastery.
5. Respect students' cultural background, race, and religion.
6. Embrace and celebrate cultural diversity.
7. Provide instructional scaffolding.
8. Deliver instruction that is data driven and focused on Best Practices instructional strategies.
9. Activate student internal motivation.
10. Encourage student self-assessment (monitoring their own learning).
11. Recognize overt indicators of student stress.
12. Perform written and verbal instructions with minimum supervision.

CLASSIFICATION: This position is designated as a Teacher position subject to the Teachers' Collective Bargaining Agreement and School Board Policy.

REPORTS TO: Director of Special Services

SUPERVISES: Paraprofessionals as needed

PERFORMANCE RESPONSIBILITIES:

1. Oversee the administration of the Home Language Survey throughout the district.
2. Coordinate the administration of the W-APT screener and determine the identification of ESOL students.
3. Coordinate and administer the annual ACCESS ELLs testing.
4. Notify parents of student progress and ACCESS test results.
5. Oversee the implementation of appropriate ESOL accommodations for standardized testing.
6. Notify parents of entry, monitor, and exiting status of ESOL students.
7. Facilitate the integration of ESOL students into the mainstream classroom.
8. Provide instruction that is data-driven and focused on Best Practices instructional strategies.
9. Provide instruction that supports the WIDA Domains of listening, speaking, reading and writing, in conjunction with the Epping School District curriculum, and New Hampshire Dept of Education Grade Level Expectations (GLEs) K-8, Grade Span Expectations (GSEs) 9-12.
10. Monitor and evaluate that language acquisition is continuous and appropriate.
11. Analyze data pertaining to grade level curriculum for the purpose of identifying academic needs and remediating areas of weakness.

12. Collaborate with and support the classroom teacher as well as content area teachers to ensure the mastery of grade level curriculum.
13. Function as a liaison between the Director of Special Services and the New Hampshire Department of Education.
14. Collaborate with the Special Education department to determine needs and support of students who require both ESOL and Special Education services.
15. Maintain and monitor ESOL district files.
16. Process ESS data collection.
17. Model and maintain high ethical standards.
18. Performs any additional duties, as requested by the Director of Special Services which are consistent with the effective and orderly operation of this position and the Epping School District goals and mission.

WORKING ENVIRONMENT

1. While performing the duties of this position, the employee is frequently required to stand, walk, and sit. The employee is regularly required to see, talk, and hear. The employee is regularly required to use hands to manipulate, handle, or feel. The employee is regularly required to reach with hands and arms; stoop, kneel, or crouch. The employee is frequently required to supervise students requiring the employee to match walk a speed that coordinates with students and may at times require the ability to run to safeguard students. Employee must occasionally move equipment and/or supplies. The employee must occasionally lift, carry, move and/or restrain school age students. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. The job is performed for the most part in a school setting with occasional outside weather conditions. The noise level is that of a typical school.
2. The employee is required to drive or walk in order to service students throughout the district. The employee is expected to travel to each district school servicing students regardless of weather conditions.
3. The employee is regularly required to handle stressful situations and resolve conflicts.

TERMS OF EMPLOYMENT:

1. Work year and day subject to individual contract
2. Clear criminal record background check
3. Verification of health to perform job
4. Valid NH certification or eligibility in ESOL
5. Valid driver's license
6. Teacher contract with salary and benefits defined by collective bargaining agreement

The Epping School District is an Equal Opportunity Employer. Position is subject to Epping School District policy, rules, and regulations.