

# REYNOLDS SD 7

## HB Lee Middle School English Language Development Teacher - for the balance of 2024-25 School Year (HB LEE ELD - Secondary ELD Teacher - 8007)

### JOB POSTING

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#### Job Details

Title	HB Lee Middle School English Language Development Teacher - for the balance of 2024-25 School Year
Posting ID	HB LEE ELD - Secondary ELD Teacher - 8007
Description	***This position is posted for the Balance of the Year for the 2024-2025 School Year*** APPLICATION DEADLINE: Open until filled

#### **JOB TITLE: English Language Development Teacher**

**Job Summary:** The job of "Teacher" is done for the purpose/s of developing students' academic and interpersonal skills through implementing District approved curriculum and/or the appropriate presentations of courses of study; documenting teaching and student progress/ activities/ outcomes; addressing specific academic needs of students; providing a safe and optimal learning environment; and, providing feedback to students, parents/guardians and administration regarding student progress, expectations, goals, etc.

#### **Essential Job Functions:**

A teacher performs the following tasks: plans Instruction, establishes a classroom climate conducive to learning, implements plans for Instruction, evaluates student achievement, appropriately directs instructional assistants, all for the purpose of providing successful instruction and learning.

- Plans for instruction for the purpose of implementing lesson plans and providing documentation of teacher and student progress.
  - *Examples of planning include, but are not limited to:*
  - Selects or writes learning goals that are based upon the district's expected outcomes, Oregon Board of Education directives, and students' level of English proficiency.
  - Determines the current achievement level of the students with respect to the learning goals.
  - Establishes objectives for a unit of instruction, formulates daily lessons and evaluates students' attainment of learning goals.
  - Differentiates instruction based of academic, linguistic, social, and cultural needs of students.
  - Selects and organizes instructional materials and equipment for the unit of instruction.
  - Designs instructional activities to achieve unit and lesson objectives.
  - Estimates the time required for direct instruction, student practice and application, and evaluation of student learning.
- Establish a classroom climate conducive to learning by students for the purpose of providing a safe and optimal learning environment.
- *Examples of establishing a conducive climate include, but are not limited to:*
  - Communicates classroom rules, procedures and behavioral expectations based upon the level of development of students and laws governing student rights and responsibilities.
  - Applies principles of equity and culturally responsive teaching.
  - Applies principles of least restrictive environment for disabled students.
  - Recognizes the effects of the physical, social, and emotional climate of the student's homes and community on student motivation and behavior.
  - Encourages appropriate behavior and provides meaningful reinforcement when it occurs.
  - Monitors student conduct and takes appropriate action that is in line with building and district policies when misbehavior occurs.
  - Interacts thoughtfully and courteously with students, colleagues, and parents and resolves conflicts in a professional manner.

- Establishes partnerships with English Learners' families utilizing district and community resources (bilingual liaisons, community agents, interpreters, case workers, etc. )
  - Uses classroom time effectively to provide maximum time on learning tasks.
  - Manages instructional transitions; and coordinates the use of parent volunteers, student assistants, and other support personnel to achieve instructional objectives.
- Implements Plans for Instruction for the purpose of improving student success in academic, interpersonal and daily living skills through a defined course of study.
  - *Examples of instruction include, but are not limited to:*
  - Organizes students to engage in planned learning activities.
  - Communicates learning outcomes to be achieved and focuses student interest on tasks to be accomplished.
  - Provides instruction using a variety of instructional techniques and current English language acquisition teaching methodologies to achieve planned objectives.
  - Monitors the effectiveness of learning activities and modifies the pace and content of instruction as needed to achieve unit and lesson objectives; and uses techniques that promote critical thinking and problem solving and that encourage divergent as well as convergent thinking.
- Evaluates Student Achievement for the purpose of providing feedback to students, parents/guardians and administration regarding student progress, expectations, goals, etc.
  - *Examples of evaluation include, but are not limited to:*
  - Understands fundamental principles of English language acquisition assessment.
  - Uses a variety of assessment instruments (tests, performance-based assessments, oral interviews, language samples, observations, etc.) to measure both learning and language development on a regular basis.
  - Designs assessments to determine if students have mastered the objectives before designing the activities of a lesson.
  - Grades and records the students' progress, prepares anecdotal records, and reports achievement to students and parents.
  - Summarizes the data on student achievement in relationship to instructional objectives.
  - Uses data on student achievement to refine curriculum objectives and to plan further instruction; and documents teaching effectiveness through assembling and analyzing samples of students work.
- Directs Instructional Assistants for the purpose of providing an effective school program and addressing the needs of individual students.
  - *Examples of directing instructional assistants include, but are not limited to:*
  - Delegates specific instructional tasks to be performed for individual students or groups of students in accordance with the skills and abilities of each instructional assistant.
  - Trains the assistant in the instructional tasks to be performed under the teacher's supervision.
  - Supervises and assesses the performance of delegated instructional tasks and adjusts delegated tasks as necessary.
  - Assumes full accountability for effectiveness and safety of tasks delegated to instructional assistants.
- Advises parents and/or legal guardians of student progress for the purpose of supporting teacher's expectations, developing methods for improvement and/or reinforcing classroom goals in the home environment.
- Collaborates with general classroom/content area teachers to ensure that ELD instruction and content instruction are mutually enhancing.
- Collaborates with other school personnel, parents and appropriate community agencies for the purposes of implementing curriculum, improving the quality of student outcomes, developing solutions and planning curriculum.
- Demonstrates methods required to perform assignments and/or skills (e.g. lab experiments, musical techniques, etc.) for the purpose of providing the students with the necessary skills to perform the tasks safely and/or accurately.
- Monitors student activities (e.g. classroom, lunch, grounds, etc.) for the purpose of providing a safe and optimal learning environment.
- Prepares teaching materials and reports (e.g. grades, attendance, anecdotal records, etc.) for the purpose of implementing lesson plans and providing documentation of teacher and student progress.

- Reports incidents (e.g. fights, suspected child abuse, suspected substance abuse, etc.) for the purpose of adhering to school, District and State rules, regulations, policies and laws.

**Other Job Functions:**

Assists (when appropriate) other personnel as may be required for the purpose of implementing the curriculum and/or supporting them in the completion of their work activities.  
Participates in various meetings (e.g. parent conferences, in-service training, site meetings, etc.) for the purpose of receiving and/or providing information or to meet credential requirements.

**Qualifications-**

**Experience Required:** Prior success in job related experiences (may include successful supervised student teaching).

**Skills, Knowledge and/or Abilities Required**

*Skills* to motivate students, communicate with individuals from varied educational and cultural backgrounds, direct support personnel, evaluate performance.  
*Knowledge* of age-appropriate teaching methods, state and district curriculum standards, and Oregon English Language Proficiency Standards.  
*Knowledge* of stages in English language acquisition.  
*Knowledge* of English language development and acquisition, pedagogy, and methodologies.  
*Knowledge* of core content instruction, common core state standards, course credit and grading requirements.  
*Abilities* to perform a variety of specialized and responsible tasks, maintain records, establish and maintain cooperative working relationships with students, parents/guardians, other school personnel, meet schedules and deadlines. Significant physical abilities include mobility in the classroom, lifting/carrying, reaching/handling, talking/hearing conversations, near/far visual acuity/depth perception/accommodation/field of vision.

**Education Required:** University degree in the field of education and/or State of Oregon requirements for a teaching license.

**Licenses, Certifications, Bonding and/or Testing Required:** State of Oregon Teaching License appropriate to assignment, **English for Students Other than English (ESOL) certified**, Oregon Fingerprint and Criminal Check clearance, First Aid and Cardiopulmonary Resuscitation Certificates is required in some assignments.

**Bilingual Spanish preferred.**  
**Additional endorsements preferred: Multiple Subjects**

**FTE:** 1.0 FTE  
**Schools:** HB Lee Middle School  
**Days:** 186-days for full contract - salary will be prorated based on start date

*Shift Type* **Temporary**  
*Salary Range* **\$48,929.00 - \$95,729.00 / Annual**  
*Location* **HB LEE MIDDLE SCHOOL**

**Applications Accepted**

*Start Date* **10/11/2024**

**Job Contact**

<i>Name</i>	<b>Jenna Guertin-Davis</b>	<i>Title</i>	<b>Principal</b>
<i>Email</i>	<b>JGuertindavis@rsd7.net</b>	<i>Phone</i>	