

Post

December 06, 2022

**SCHOOL CITY OF EAST CHICAGO
OPENING**

POSITION: English Language Learner Director (Exempt Status)

REPORTS TO: Superintendent

START DATE: Upon Board Approval

Job Goal: Provide general leadership and oversight for the district's EL K-12 instructional program. Provide guidance and develop instructional capacity in order to integrate best teaching practices and support ELs through explicit English language development instruction and effective sheltered instruction techniques for ELs.

Minimum Qualifications (Knowledge, Skills and/or Abilities Required/Preferred):

- Indiana teaching license with Bilingual and/or a TESOL endorsement (Preferred)
- Master's Degree in Educational Leadership (Required)
- Indiana Department of Education Administrative Licensure (Required)
- Minimum of five years teaching experience in a public school setting (Required)
- Experience in developing and/or in delivering English Second Language teacher training is (Preferred)
- Communicate effectively in Spanish and English both verbally and in writing (Required)

Duties and Responsibilities:

1. Integrate theoretical and research-based knowledge of language acquisition and child development through middle childhood, specifically second language acquisition and ELD Standards.
2. Enhance teachers' understanding of cultural awareness, and application of instructional strategies that optimize the learning and maintain high standards for English Learners.
3. Provide coaching teachers to apply most effective teaching tools, skills and attitudes to increase student engagement to support a standard-s based learning environment for ELs to increase academic achievement across the content areas.
4. Provide direct leadership and assist teachers in recognizing and responding to the multiple needs of diverse EL learners.
5. Assist teachers in utilizing a variety of on-going, instructionally based assessment approaches to inform and differentiate instruction to meet the needs of ELs.
6. Displays a desire to work with students and uses research, teach, and model best practices to address the needs of EL students who struggle with reading and writing.

7. Provide guidance for implementing a balanced approach of direct teaching using authentic, literature-based reading and writing opportunities and provide assistance with individualized program materials to improve the instruction of ELs.
8. Work with teachers and building administrators in developing appropriate ESL literacy strategies, implementation plans, and assessment tools.
9. Oversee professional development to staff in regards to sheltered instruction for EL students.
10. Facilitate the integration of English Second Language teaching strategies in all regular education activities.
11. Be available for consult with parents of ELs, EL students, administration, and peers outside the school day, as needed.

Working Conditions and Physical Environment

Must have the ability to sit and stand for extended periods of time; exhibit manual dexterity to dial a telephone, to enter data into a computer terminal; hear and understand speech at normal levels; physical agility to lift up to 50 pounds; to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

This job description in no way states or implies that these are the only duties to be performed by this employee. The EL Director will be required to follow any other instructions and to perform any other related duties as assigned by the appropriate administrator. School City of East Chicago reserves the right to update, revise or change this job description and related duties at any time.

Application Deadline: Open until filled

Please submit a letter of interest and credentials/resume to:

Marlon Mitchell, Ph.D.
Director of Human Resource
School City of East Chicago
1401 E. 144th Street
East Chicago, IN 46312
mmitchell@ecps.org
HumanResource@ecps.org

Apply [on-line@:https://rds.ecps.org/rdsonlineapp/](https://rds.ecps.org/rdsonlineapp/) {applies to out of district applicants}

Look for postings on-line @ www.scec.k12.in.us Link Services/Human Resources/JOB OPENINGS