

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

9/92 Effective Date	<u>TEACHER, BILINGUAL RESOURCE TRAINING</u> Job Title	1.7.4.5 Index
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1. Primary Function: Is responsible for the training of teachers in accordance with the Title VII grant's goals and objectives.
2. Responsible to: Coordinator, Bilingual Programs.
3. Assigned Responsibilities:
 - 3.01 Assists in defining objectives, planning training programs, developing instructional materials and evaluation for the grant.
 - 3.02 Coordinates training program's development and implementation to maximize involvement and to avoid unnecessary duplication with other District programs.
 - 3.03 Provides classroom demonstrations and modeling experiences for teachers.
 - 3.04 Contributes to preservice and inservice training for teachers.
 - 3.05 Participates in professional growth activities.
 - 3.06 Provides at least weekly consultations and visitations to teachers in grant activities.
 - 3.07 Assumes other responsibilities as assigned by immediate supervisor.
 - 3.08 Assists the coordinator of the bilingual program in the dissemination of information relative to bilingual education to educators, community groups and parents.
 - 3.09 Follows specific standards, policies and procedures of the building and District.
4. Minimum Qualifications:
 - 4.01 Certification:
 - 4.01.01 Valid Oregon Elementary Teaching Certificate/License.
 - 4.01.02 Two years successful teaching experience in a secondary bilingual/ESL classroom.
 - 4.02 Demonstrated ability:
 - 4.02.01 Competency in staff development.
 - 4.02.02 To work with classroom teachers in a technical assistance role.
5. Minimum Term of Employment: Teacher contract plus ten days.
6. Salary Level: Placement on the Teacher Salary Schedule.
7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the School Board's policy on Evaluation of Professional Personnel.

Approved by: _____
(supervisor)

Date _____

Received by: _____
(staff member)

Date _____