

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

6/89 Effective Date	<u>TEACHER, BILINGUAL, RESOURCE</u> Job Title	1.7.4.2A Index
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1. Primary Function: Plans and develops curriculum for a Bilingual-Bicultural Educational Program. Provides technical assistance to classroom teachers on Bilingual techniques, methods, and materials.

2. Responsible to: Coordinator, Bilingual Education.

3. Assigned Responsibilities:
 - 3.01 Assists in defining objectives, planning curriculum, and selecting evaluation procedures for the Bilingual Program.
 - 3.02 Participates in identifying and/or developing Bilingual-Bicultural instructional materials.
 - 3.03 Provides classroom demonstrations and modeling experiences for teachers.
 - 3.04 Contributes to preservice and inservice training for teachers and paraprofessionals involved in program activities.
 - 3.05 Provides at least weekly consultations and visitations to teachers and paraprofessionals involved in program activities.
 - 3.06 Assists the Coordinator of Bilingual Education in the dissemination of information relative to Bilingual Education to educators, community groups, and parents.
 - 3.07 Assists in diagnosing students for proper classroom placement.
 - 3.08 Assists teachers in using appropriate diagnostic techniques.
 - 3.09 Assumes other responsibilities as assigned by immediate supervisor.
 - 3.10 Follows specified standards, policies, and procedures of the building and District.

Additional Responsibilities:

 - 3.11
 - 3.12
 - 3.13

4. Minimum Qualifications:
 - 4.01 Valid Oregon Elementary Teaching Certificate.
 - 4.02 Two years successful teaching experience in a bilingual-bicultural classroom.
 - 4.03 Demonstrated competency in curriculum development.
 - 4.04 Demonstrated ability to work with classroom teachers in a technical assistance role.

Additional Qualifications:

 - 4.06
 - 4.07
 - 4.08

5. Minimum Term of Employment: Teacher Contract.

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- 6. Salary Level: Placement on Teacher Salary Schedule.
- 7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Approved by: _____ Date _____
(supervisor)

Received by: _____ Date _____
(staff member)