

TEACHER ON SPECIAL ASSIGNMENT (TOSA) - LANGUAGE DEVELOPMENT PROGRAMS

Definition:

Under the general direction of the Director and/or designee of Language Development Programs, the Language Development Programs (LDP) Teacher on Special Assignment (TOSA) is responsible for supporting sites in implementing effective programs and services for students identified as English learners (EL).

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Collaborate with teachers, site leadership, and district departments to support integrated and designated ELD instruction aligned with state and federal requirements.
- Provide coaching, modeling, and professional development on language acquisition, culturally responsive teaching, scaffolding strategies, and the effective use of the CA ELD Standards.
- Support teachers in analyzing student data to inform instruction, intervention, and targeted supports for ELs at risk of not meeting proficiency or academic goals.
- Assist in the development and implementation of ELD curriculum, supplemental materials, and evidence-based strategies to ensure equitable access for ELs.
- Facilitate teacher collaboration across grade levels and content areas to integrate EL strategies into instruction and enhance best practices for ELs.
- Collaborate with district departments to ensure a cohesive approach to instructional support, professional development, assessment, and intervention services for ELs.
- Monitor and analyze data to evaluate the effectiveness of EL programs, ensuring alignment with district goals and compliance with state and federal regulations.
- Serve as a liaison between school sites, district leadership, and families, supporting family engagement through workshops and parent education programs.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of:

- CA ELD Standards, CA English Language Proficiency (ELP) assessment, and EL proficiency levels.
- Language acquisition process, including expected timeline for attaining proficiency.
- Evidence-based strategies for effective designated and integrated ELD instruction.
- Scaffolding strategies, including use of primary language resources to support English learners at different proficiency levels.
- Effective methods of analyzing ELP and academic data to guide placement, instruction, interventions, and support for all ELs including newcomers and long-term English learners (LTEs).
- Familiarity with California EL program requirements, including identification, placement, monitoring, reclassification, and compliance procedures at district and school levels.
- Professional development skills to support implementation of effective EL strategies.
- Culturally and linguistically responsive teaching practices.
- Strategies to support dually identified students (English learners with disabilities).

Education and/or Experience

Bachelor's degree including all courses to meet credential requirements. Minimum of five years successful classroom teaching experience preferred.

Credentials

Valid California Teaching Credential – Multiple Subject or Single Subject.

CLAD or other English Learner Authorization

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand; talk or hear; and use hands to finger, handle or feel. The employee frequently is required to walk; sit; reach with hands and arms; and taste or smell. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environments

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. There may be some compensated summer work required.

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