

TEACHER ON SPECIAL ASSIGNMENT (TOSA)-LANGUAGE DEVELOPMENT PROGRAMS

DEFINITION:

Under the general direction of the District Coordinator for the Language Development Programs, to provide district and site leadership for English learner instructional programs and services. The Language Development Programs Teacher on Special Assignment has a comprehensive knowledge of programs and practices designed for meeting the needs of language minority students.

Essential Duties and Responsibilities:

- Coordinate and facilitate the administration of CELDT/ELPAC.
- Plan and facilitate professional learning opportunities for (K-12) district personnel in regards to:
 - Implementation of CA Common Core State Standards and CA ELD Standards
 - Designated and Integrated ELD
 - Development of academic language and literacy skills
 - Differentiation of standards-based instruction for all students (e.g. General Education, GATE, English Learners, and Special Education students)
- Collaborate with Education Services and Special Education staff in the efforts of providing coordinated district-wide professional development.
- Facilitate the development and implementation of CCSS and CA ELD Standards based curriculum and supplemental instructional materials that ensure equal access for students.
 - Structure opportunities for teacher collaboration across the district, grade levels, and content areas
 - Gather and provide research-based and standards-driven materials
- Provide technical assistance on compliance-related, cross-cultural, and other programmatic issues to Site EL Coordinators, SEI/Newcomer Programs, Special Education staff, and other site and district personnel.
- Plan, facilitate, and support the implementation of parent outreach and education programs.
- Assist in monitoring the effectiveness and impact of district programs on student learning.
- Assist in coordinating program priorities, activities, and plans to insure program efficiency, accountability and concordance with district targets as well as, state and federal mandates and regulations.

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. Participate in faculty and/or District committees

CREDENTIAL:

Valid California Teaching Credential – Multiple Subject or Single Subject.

Valid Certification for Teaching English Learners – LDS, CLAD, CTEL, SDAIE

TRAINING AND EXPERIENCE:

Successful teaching experience totaling at least five years where differentiated, ELD and sheltered content area instruction have been implemented is preferred. Practical knowledge and application of CA ELD and CA Common Core State Standards. Practical knowledge of best practices and instructional strategies in meeting the needs of English learners, including dually identified students. Experienced in materials, curriculum and assessment development. Participation in Training of Trainers in programs related to English Learners, including dually identified students. Practical knowledge in effective reading instruction, including strategies for supplementing and

differentiating district adopted and state approved reading programs. Practical knowledge in language acquisition. Practical knowledge in test administration protocols and practices.

EDUCATION:

Bachelor's degree including all courses to meet credential requirements.

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 25 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. The employee is required to use "native-like" English language pronunciation.

WORK ENVIRONMENT:

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.
- The noise level in the work environment is usually moderate.

April 2016