OAK GROVE SCHOOL DISTRICT

JOB TITLE: ELD CYCLE COACH

JOB DESCRIPTION

To work with District management to facilitate change, resolve conflict, train staff, review program effectiveness, and implement programs. Employees in this classification receive direct supervision from a District manager/ principal within the broad framework of policies and objectives. This job class functions as a member of a learning team and participates in the formulation, development and implementation of ELL programs at assigned school as well as the ELD center cluster schools within our district.

TYPICAL DUTIES

• Assists schools in assessing effectiveness of instructional program for ELL
• Assists in developing and providing staff development and training for staff around ELL in small and large group settings
• Facilitates group interaction and conflict resolution
• Serves on District committees (DLT, CEIT…), task forces, and/or advisory committees as appropriate
• Supports and articulates the District Core Values and Vision (specifically Equity work) to others, plans culturally and linguistically relevant instruction with equity and rigor
• Serves as liaison between District staff and outside grantors/partners
• Coordinates and plans special programs and activities for ELL, uses the district data (e.g. School Plan) to look at data analysis
• Collaborates and consults with classroom teachers/school principals to improve instruction for ELL around Equity and Balanced literacy (leads grade level meetings, launches, and facilitates the Cycle of Inquiry work)
• Provides classroom demonstration lessons and on-going peer counseling regarding instruction for ELL i.e. Systematic ELD, ALL, GLAD, SDAIE strategies, Frontloading.
• Promotes communication on ELL within and among District schools/learning communities, CEIT and departments
• Provides information on ELL to parents, teachers, administrators, and/or the community
• Performs related duties as required

MINIMUM QUALIFICATIONS

• Successful classroom teacher
• Possession of a valid California Teaching Credential
• Possession of a valid Class 1, California driver’s license
• Knowledge of ELL program planning, development and evaluation methods, techniques and practices
• Knowledge of a variety of teaching strategies, especially for ELL and Balanced Literacy strategies.
MINIMUM QUALIFICATIONS (Continued)

- Knowledge of broad curricula and instructional practices/content/and resources for ELL
- Skill to facilitate problem solving, consensus building, and Cycle of Inquiry
- Skill to consult and collaborate with teaching staff
- Skill to conduct staff development training on ELL, literacy strategies with large groups of adults
- Skill to motivate others in the common accomplishment of stated goals and objectives, especially COI
- Skill to communicate effectively in both written and oral forms
- Skill to establish and maintain positive work relationships with a diverse population of students and adults
- Ability to provide instructional leadership on ELL
- Ability to work collaboratively and focus on Equity
- Ability to observe a flexible work schedule as determined by the District