

Job Description

Title: English Learner (EL) Program Facilitator

Reports to: Coordinator of Special Programs

General Summary: The EL Program Facilitator works collaboratively with other instructional staff, including classroom and EL teachers, teacher aides, and principals to promote and support English Language Development instruction and assessment of identified English Language Learners. Activities include collaborating with classroom teachers, EL teachers, and other staff to plan and deliver lessons, coordinating and administering formative and summative assessments, supporting the development and implementation of the EL Program Standards and curriculum, coordinating parent management activities, providing professional development, completing documentation required for compliance with Title III and NDE Rule 15, and attending to other administrative and professional development activities.

Essential Functions May Include:

1. Demonstrates the leadership skills necessary to work collaboratively and effectively with instructional personnel

Qualifications:

1. Education Level: Bachelor’s Degree required.
2. Certification or Licensure: Valid Nebraska Teaching Certificate. It is preferred that the teacher be endorsed by the State of Nebraska to teach the particular subject of the assignment.
3. Experience desired: Teaching experience preferred.
4. Other requirements: Possess skills that will enable the teacher to perform the required responsibilities. Physically able to perform the required responsibilities. Must be fluent in English (NCLB Title III § 1414(c)(19)).

Special Requirements:

	Occasional <u>1 - 32%</u>	Frequent <u>33 - 66%</u>	Constant <u>67% +</u>
1. Standing		x	
2. Walking		x	
3. Sitting		x	
4. Lifting <u>25</u> lb max	x		
5. Carrying <u>100</u> feet	x		
6. Pushing / Pulling	x		
7. Climbing / Balancing	x		
8. Stooping / Kneeling / Crouching / Crawling	x		
9. Reaching / Handling	x		
10. Speaking / Hearing			x
11. Seeing / depth perception / color			x

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. Responsibilities and duties assigned are at the discretion of the supervisor and building principal (or superintendent).

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____