

PERRIS UNION HIGH SCHOOL DISTRICT

Board Approved: October 17, 2007

Perris Union High School District provides equal opportunity in employment without regard to race, religion, color, national origin, ancestry, physical handicap, medical condition, sexual orientation, marital status, age and gender in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Perris Union High School District policy. A physical examination and drug screen may be required of all finalists before employment.

JOB TITLE: SECONDARY ENGLISH LANGUAGE DEVELOPMENT (ELD) COACH

JOB PURPOSE STATEMENT: Under the direction of the site principal, the Secondary ELD Coach works with classroom teachers (not directly with students) in assisting with the full implementation of the district's adopted ELD instructional program, including the adopted intervention programs (Language and High Point).

JOB FUNCTIONS:

- Provides support and assistance to all classroom teachers in the full and skillful implementation of the district's adopted English Language Development program
- Conducts demonstration lessons to ensure that all teachers have been trained to an advanced level of delivery and are using the instructional materials as designed
- Provides on-site staff development to ensure that teachers are knowledgeable about program components and understands the instructional design of how the program meets the standards
- Assists teachers in building an interactive classroom environment focused on the content
- Conducts classroom observations and provides "next-step" support for all teachers
- Serves as a resource in identifying appropriate instructional strategies and interventions to improve student achievement for all English learners
- Assists teachers in preparation and pacing for instruction
- Participates in collaborative grade level meetings to assist in the analysis and utilization of assessment data to improve student achievement
- Assists grade level teams in setting goals for improved instruction
- Meets regularly with the principal to review six-week skill assessment data and to assess the outcomes of goals established by grade level teams
- Prepares forms, records, and reports as directed

JOB TITLE: SECONDARY ENGLISH LANGUAGE DEVELOPMENT (ELD) COACH

Page 2

JOB FUNCTIONS – continued

- Attends meetings and trainings as directed
- Networks and collaborates with other coaches, teachers and personnel
- Prepares and maintains a log of activities
- Collaborates with Principal to determine specific teachers to work with, content, scheduling, and timelines
- Possesses proven ability, exemplary performance, and demonstrates commitment to improving student achievements
- Establishes and maintains effective working relationships with staff, students, parents, and community members
- Performs other duties as assigned

PHYSICAL ABILITIES:

- Visual ability to read handwritten or typed documents, and the display screen of various office equipment and machines
- Able to conduct verbal conversation, write, and read in English
- Able to hear normal range verbal conversation (approximately 60 decibels)
- Able to sit (for sustained period of time), stand, stoop, kneel, bend, lift (25 pounds), carry (25 pounds), and walk
- Able to climb slopes, stairs, steps, ramps and ladders
- Able to operate office machines and equipment in a safe and effective manner

JOB QUALIFICATIONS:

Education:

- Bachelor's degree from accredited university
- Valid California Single Subject English credential with CLAD endorsement
- Evidence of expertise in SDAIE strategies

JOB TITLE: **SECONDARY ENGLISH LANGUAGE DEVELOPMENT (ELD) COACH**
Page 3

JOB QUALIFICATIONS – continued

Experience:

- Minimum three years teaching experience