

ENGLISH LANGUAGE LEARNER (ELL) DISTRICT COORDINATOR

Job Summary:

The ELL Coordinator under the direction of the Director of Categorical Programs, is responsible for ensuring compliance with State and Federal ELL regulations and District mandated policies. English Language Learners will be provided services and instructional best practices as required by California Department of Education.

Requirements:

- Valid California teaching credential with CLAD authorization
- Administrative Credential
- Classroom Teaching Experience - minimum 5 years with emphasis on directly instructing English Learners.
- Master's Degree in Educational Leadership or closely related educational field.
- Successful administrative role or other educational/academic support experience in developing EL curriculum and providing staff development, and ongoing data analysis.

Major Duties and Responsibilities:

Provides leadership in planning, scheduling, reviewing, developing, implementing and evaluating the District's ELL program; assist the Director of Categorical Programs in long range planning relating to elements involved in the operation of the District's ELL Program.

Essential Duties:

- Provides instructional leadership to schools to accelerate proficiency in English Language Arts and English Language Development, with emphasis to those groups that have not reached proficiency.
- Provide instructional support to classroom teachers to facilitate strategic planning, to align curriculum guides that support English Learner students at their appropriate levels of instruction to meet the mandated requirements of Annual Measurable Achievement Objectives (AMAO).
- Assists in the coordination of the training and planning of the California English Language Development Test (CELDT).
- Assists in the adoption, development or revision of English Language Development Curriculum for all English Language Learners.
- Identifies best practices regarding teaching, instruction, and assessment of English Language Development and staff development resources.
- Provides formal and informal staff development/training related to both research and practice for classroom teachers and site coordinators.
- Work with administrators, academic coaches, and classroom teachers to implement new English Language Arts/English Language Development Framework for California Public Schools.
- Monitor and maintains documentation of English Learners instructional plan, collection and analysis of student academic data.
- Visits school sites and classrooms to assist site administrators in monitoring effective program implementation.
- Coordinates with site to support their academic plan for Language Reclassification.
- Learn new methods, procedures, and strategies in working with English Language Learners.
- Assists Director of Categorical Programs with state and federal projects monitoring program as a resource to sites for preparations for reviews.
- Provides training to DELAC/ELAC parent groups as delineated by state and federal requirements.
- Assumes other duties and responsibilities as assigned by the Director of Categorical Services, Director of Educational Services or designee.

Corcoran Unified School District is committed to equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

The Corcoran Unified School District does not illegally discriminate on the basis of ethnic group identification, religion, age, actual or perceived sex, color, sexual orientation, gender, race, ancestry, national origin, mental or physical disability, or any other reason prohibited by State and Federal Discrimination Statutes in any program or activity conducted by the District. If you have any questions or concerns about the policy please contact the Director of Educational Services or Special Programs at [559\) 992-8888](tel:5599928888)