**Kindergarten – Spanish Teacher for Dual Language Program (2018-2019 School Year)**

**Position Description**  
   
Instruct students in the specific area of specialty; help students learn subject matter and skills that will broaden their learning experiences and contribute to their development in order to meet high expectations; communicate with parents; create a classroom environment that is conducive to learning; participate in professional learning  
  
**RESPONSIBILITIES**

* Teaches all subjects in Spanish
* Collaborate with English teaching educator on all subject matter to develop and implement co-teaching model
* Follows the scope and sequence of the instructional program as defined and approved by the Norwalk Board of Education
* Manages the classroom and individual student behavior to maintain an advantageous learning environment
* Prepares lesson plans that achieve clear objectives, uses appropriate techniques, and serves the needs of all learners in the classroom
* Maintains accurate and complete records as required
* Conducts parent/teacher conferences
* Assesses student learning on continual basis and identify areas of intervention if needed
* Keeps parents up-to-date of student progress through use of interim reports, report cards, and/or conferences
* Designs instruction to meet the needs of all students through both individual and small group settings as needed
* Plan individual and group instruction to foster academic, social and emotional growth
* Designs clear and specific learning assessments
* Maintains a positive learning environment that encourages open communication between the teacher and learner
* Maintains a positive school community image that encourages ethical student behavior
* Maintains ongoing communication with parents
* Assists in the selection of textbooks, equipment and other education materials
* Establishes and maintains professional relationships
* Participates in professional learning by attending seminars and  workshops to improve instructional practice and positively affect student achievement

**KNOWLEDGE/SKILLS**

* Experience working with young children
* Ability to communicate ideas and directives clearly and effectively, both orally and in writing
* Effective, active listening skills
* Ability to work effectively with others
* Organizational and problem solving skills

**QUALIFICATIONS**

* CSD Active Bilingual Elementary Education 902 required
* CSD Active TESOL 111, preferred
* Native Spanish speaker preferred
* Experience in dual language program preferred
* Such alternatives to the above qualifications as the Superintendent and/or Norwalk Board of Education may find appropriate

**NORWALK IS AN EQUAL OPPORTUNITY EMPLOYER**

It is the policy of the Norwalk Public Schools not to discriminate on the basis of race, color, national origin, citizenship status, religion, sex, sexual orientation, economic status, age, disability, or genetic information in employment or educational programs and activities.