**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**

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