CHICO UNIFIED SCHOOL DISTRICT
1163 East Seventh Street
Chico, California 95928
(530) 891-3000, Ext. 142

JOB DESCRIPTION
SECONDARY CLASSROOM TEACHER - BILINGUAL

Brief Description of Position
Provides a structured bilingual educational program to meet the educational needs of secondary limited English proficient (LEP) students in order to promote English language proficiency and academic achievement for instruction in the non-elective content courses required for graduation. Pupils shall be provided activities to promote positive self-image and cross-cultural understanding.

Major Duties and Responsibilities
1. Administers the Home Language Survey (HLS) to determine language proficiency.
2. Notifies parents in writing of the availability of the school's bilingual program and secures and records written parental consent. Maintains student files for student withdrawal request signed by the parent along with a copy of the individual learning program from which the student has withdrawn.
3. Establishes an individualized program of instruction designed to provide equal educational opportunities for secondary LEP students and maintains necessary records.
4. Promotes prescriptive English language development and academic achievement to develop the students' listening and speaking skills.
5. Plans, implements and evaluates the student's individual learning program and helps to reclassify the student based on assessment of basic skills.
6. Teaches secondary LEP students the basic English skills, necessary functional skills and other academic subject matter commensurate with the emotional, physical, and intellectual development of the LEP student.
7. Advises individual students on educational concerns.
8. Assists the principal and other professional staff members in the selection and integration of students transferring to regular classrooms.
9. Confers with parents and professional staff regarding the educational, social, and personal problems of the LEP student.
10. Helps the pupil establish goals in keeping with his or her abilities and plans the student's program so he or she can experience some success.
11. Coordinates activities of classroom aides.
Other Duties and Responsibilities

1. Works with the school's support staff in the admission, placement, and evaluation of students in the bilingual program.

2. Helps parents and regular staff to understand and accept the problems of the bilingual students.

Supervision Exercised or Received
Under the immediate direction of the site administrator/designee.

POSITION QUALIFICATIONS

Minimum Qualifications

1. **Credential** Any valid credential issued by the State of California, plus Language Development Specialist Certificate, Bilingual Cross Cultural Certificate of Competence, or Bilingual Crosscultural Specialist Certificate.

2. **Education** Bachelor's degree, including all courses needed to meet credential requirements.

3. **Personal Qualities** Appearance, grooming, and personality which establish a desirable example for students. Ability to meet District standards for physical and mental health. Better than average recommendations from student teaching supervisors or other professionals who have observed the personal characteristics, scholastic attainment, and classroom performance of the teacher. Empathy for the limited English proficient student and ability to gain job satisfaction from observing small steps of growth.

August 1990