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

JOB DESCRIPTION
SECONDARY CLASSROOM TEACHER - FOREIGN LANGUAGE

Brief Description of Position
Teaches one or more classes of foreign language to students in grades 7-12; supervises a fair share of extra-curricular activities as directed by the principal.

Major Duties and Responsibilities
1. Imparts subject matter and related skills utilizing course of study adopted by the Board of Education
2. Instructs students in general elements of the course of study common to all teachers, as specified in State law and administrative regulations and procedures of the school district.
3. Plans lessons and supplementary materials compatible with the basic written instructional philosophy of the District.
4. Instructs students in care and safe operation of electronic equipment used in foreign language instruction. Reports malfunction or damage as it arises.
5. Develops student awareness of the culture of which the foreign language is the vehicle.
6. Establishes and maintains a classroom environment conducive to effective learning, within the limitations of the resources provided by the District.
7. Evaluates students' progress in aural comprehension, speaking, reading and writing of the foreign language in relationship to the level in which the student is enrolled; prepares progress reports.
8. Maintains professional competence through self-selected inservice education as provided by the District and/or through professional growth activities such as travel, foreign language workshops, post-graduate courses.

Other Duties and Responsibilities
1. Participates in curriculum and other developmental programs within the school of assignment and/or on a District level.
2. Requisitions books and instructional supplies and keep records pertinent thereto.
3. Cooperates with other professional staff members in identifying and helping students solve health, attitude and learning problems; seeks to identify student needs.
4. Performs basic attendance accounting and maintains required inventory records.
5. May plan and coordinate the work of student teachers, teacher assistants, aides and other paraprofessionals.

Job Description - Secondary Foreign Language Teacher
6. Communicates with parents and school counselors on the individual student's progress.

**Supervision Exercised and 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 to perform the services of a teacher in the subject area in grades 7-12.

2. **Education** Bachelor's degree, including all courses needed to meet credential requirements; major or minor in subject area preferred.

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.

**Goals of Effective Performance**
To motivate each student to develop competencies, knowledge and skills in aurally comprehending, speaking, reading and writing a foreign language, in accordance with each student's ability; to interpret to students the culture of the countries where the foreign language is spoken; to discover and develop special talents of students in foreign language communication; to establish good relationships with parents and with other staff members.

August 1990