

**Job Description - ELD Teacher**

**Division:** Schools  
**Department:** Building  
**Immediate Supervisor:** Principal

**General Duties:** The primary roles of the ELD teacher are to teach systematic ELD (reading, writing, listening and speaking) to ELLs grouped by language proficiency, to monitor their progress toward proficiency through on-going assessment—and to meet all district, state, and federal requirements concerning the instruction of ELD students.

**Essential Responsibilities:**

- Plan and provide English Language Development instruction to English Learners in grades K-12.
- Administer eligibility and progress monitoring assessments to English Learners.
- Coordinate annual ELPA test administration.
- Complete and disseminate all appropriate NCLB paperwork appropriate to caseload, manage student records.
- Administer services according to the District English Language Learners Plan of Service.
- Provide services to students on monitor status.
- Provide consultation to general education teachers to ensure English Learners participate meaningfully in general education curriculum, to include staff development as appropriate.
- Participate as an active team member with other curricular support staff and general education teachers.
- Other duties as assigned

**Essential Qualifications:**

- Demonstrate fluent command of the English language (both oral and written)
- Oregon Teaching Certificate/ESOL endorsement
- Trained/certified in Systematic English Language Development
- SIOP training/certification
- Ability to work collaboratively and establish and maintain effective working relationships with co-workers

**Evaluation:** Performance of this job will be evaluated in accordance to board policy.