

FLEMINGTON-RARITAN REGIONAL SCHOOLS

JOB DESCRIPTION

- TITLE:** **English Language Learners Outreach/Mindfulness Teacher (Temporary)**
- QUALIFICATIONS:**
1. Valid New Jersey K-8 certificate and/or special area certification of eligibility.
 2. Demonstrated knowledge of effective teaching methods and developmentally appropriate classroom activities.
 3. Ability to maintain a positive learning environment.
 4. Independent use of word processing, E-Mail, Internet and appropriate software applications is highly desirable.
 5. Strong interpersonal and communication skills.
 6. Fluent Spanish speaker
 7. Background in strategies to support student wellness
 8. Criminal history background check and proof of U.S. citizenship or legal resident alien status and a complete physical examination.
- REPORTS TO:** **Principal and Vice Principal**
- SUPERVISES:** Students, and when assigned, student teachers and classroom teacher assistants.
- JOB GOAL:** To increase student engagement and academic success through the teaching of wellness and study strategies, and to provide intervention services to eligible English language learners and their families. Success will be measured through student increased attendance (particularly when virtual), the ability to identify and resolve underlying issues hindering student academic growth, and in the extent to which outreach to parents is effective in changing the home environment, when appropriate.
- PERFORMANCE RESPONSIBILITIES:**
1. Teaches assigned grade level/subject reflecting the New Jersey Student Learning Standards; utilizing the course of study adopted by the Board of Education.
 2. Instructs students in citizenship and good character.
 3. Develops lesson plans and instructional materials to provide individualized and small group instruction.
 4. Adapts the curriculum and differentiates instruction to meet the needs of each student using strategies such as inquiry, group discussion, lecture, discovery, and cooperative learning structures.
 5. Incorporates technology into the teaching/learning process to provide all students with an opportunity to succeed.
 6. Plans and paces lessons appropriately to best utilize the available time for instruction.

7. Provides lesson plans which allow the learning process to continue for students in the teacher's absence.
8. Sets high expectations for student achievement and behavior.
9. Establishes and maintains a positive climate for learning through appropriate classroom management and consistent with the philosophy and best practices of the Responsive Classroom approach.
10. Designs an orderly and predictable classroom in which materials and furniture are thoughtfully arranged to foster student independence and model effective organization.
11. Collects and interprets formative assessment data in order to differentiate instruction to meet students' learning needs.
12. Evaluates students' academic and social growth, keeps appropriate records, and prepares progress reports.
13. Communicates with parents through conferences and other means to discuss students' progress and interpret the school program. Responsible for promptly and professionally responding to parent requests for communication.
14. Identifies student needs and cooperates with other professional staff members in assessing and helping to solve learning, social and health problems.
15. Creates a safe and effective environment for learning through functional and attractive displays, bulletin boards, and interest centers.
16. Proactively seeks opportunities for professional growth and development.
17. Presents a positive role model for students that supports the mission of the school and district.
18. Administers standardized tests in accordance with state and district testing programs.
19. Participates in curriculum development programs as requested.
20. Keeps informed of and complies with state, city and school regulations and policies for classroom teachers.
21. Compiles, maintains, and files all reports, records, and other documents required. Responsible for checking district email at least daily.
22. Attends and participates in faculty, grade level and district wide meetings and serves on staff committees as requested.
23. Works collaboratively with colleagues at the grade level and/or within the department or designated special area.

Specialized Responsibilities

24. Conduct parent outreach to support improved academic growth, compliance with health/safety requirements, and the creation of a home-study environment conducive to academic success.
25. Assist administration's efforts to improve student attendance by leading problem-solving discussions with families, developing individual student attendance improvement plans, and ensuring on-going monitoring.
26. Develop students' sense of ownership in their own education. Assist in the development and implementation of plans to fully realize their academic and personal goals.

- a. Develop and implement lessons that encourage students to be critical thinkers capable of identifying a problem then developing a plan to address it in order to effectively solve problems (9.4.5.CT4).
 - b. Develop and implement lessons that promote an understanding that culture and geography can shape an individual's experiences and perspectives. These experiences make us unique and special (9.4.2 GVA:1).
 - c. Promote curiosity and intellectual risk-taking to develop students' creativity and innovation skills (9.4.5.CI4; 9.4.GCA.1).
27. Develop students' understanding that self-management skills impact an individual's ability to recognize, cope, and express emotions about difficult events. Also, that resiliency and coping practices influence an individual's ability to respond positively to everyday challenges and difficult situations:
- a. Identify effective personal health strategies and behaviors that reduce illness, prevent injuries, and maintain or enhance one's wellness (e.g., adequate sleep, balanced nutrition, ergonomics, regular physical activity) (2.1.5.PGD.1)
 - b. Identify behaviors that help to deal with difficult situations that can occur at home, in school, and/or in the community and where to go for assistance (2.1.5.EH.4).
 - c. Describe strategies that are useful for individuals who are feeling sadness, anger, anxiety, or stress (2.1.5.CHSS.3)
 - d. Explore the body's range of motion through participating in flexibility and breathing exercises (e.g., stretching, mindfulness, yoga) (2.2.2.LF.3).
28. Serve as an advocate and liaison between parents and school staff.
29. Participate in I&RS and IEP/504 meetings when appropriate.
30. Ensure students have the necessary school supplies and technology to fully participate in school activities.

TERMS OF

EMPLOYMENT:

Salary for a ten-month work year subject to negotiations between the FREA and the Board of Education.

EVALUATION:

Performance of this job will be evaluated annually in accordance with the Board's policy on evaluation of certified staff.

APPROVED BY: Board of Education **DATE:** 12/14/2020

REVISED: