

IMPERIAL UNIFIED SCHOOL DISTRICT

CLASSROOM TEACHER - SPANISH 7-8

Brief Description of Position:

Teaches one or more classes of Spanish to students at levels 7-8 and assists in other school programs as developed by the staff. Performs other duties as assigned by the site administrator or the District Superintendent.

Major Duties and Responsibilities:

1. Teaches aural comprehension, speaking, reading and writing skills to facilitate the learning of Spanish utilizing a course of study adopted by the Board of Trustees and other appropriate materials and activities available.
2. Instructs students in citizenship activities, fundamental communication skills, and other basic elements of the common course of study as specified in the state law and administrative regulations of the school district.
3. Prepares lesson plans and additional materials in keeping with the basic instructional philosophy.
4. Provides experiences and uses techniques to facilitate development of basic communication skills.
5. Provides for small group and individualized instruction.
6. Instructs students in the maintenance and safe operation of electronic equipment used in the foreign language classroom. Performs minor adjustments and requests repairs as needed.
7. Facilitates student appreciation of cultures where Spanish is spoken.
8. Sets standards of student behavior in the classroom.
9. Evaluates each student's unit progress in Spanish and keeps records of that evaluation.
10. Maintains, with student help, a stimulating classroom environment by creating bulletin boards and other motivational displays.
11. Maintains, professional competence by participating in in-service activities provided by the District, and/or in self-selected professional growth activities, such as workshops.

Other Duties:

1. Aids in requisition of books, instructional materials and supplies, and performs inventory.
2. Establishes free contact with parents and school counselors on student progress.
3. Ascertains student needs, and seeks assistance from and cooperates with other staff members in helping students handle physical, mental/emotional, and learning problems.
4. Supervises behavior in activities outside the classroom during the assigned working

Classroom Teacher - Spanish 7-8

day.

5. Participates in developing curriculum. May teach under modular or flexible scheduling plans.
6. Performs basic attendance and other accounting as required.
7. Shares in the sponsorship of student activities and attends teachers meetings.
8. Supervises the work of assigned para-professionals.

Supervision Exercised or Received:

Under the immediate direction of the site administrator.

POSITION QUALIFICATIONS

Minimum Qualifications:

Credential: General Elementary, Standard Elementary, General Junior High (grades 7-9), General Secondary (issued on a partial fulfillment basis), Standard Designated Subjects - Spanish.

Education: Bachelor's Degree with Spanish major or minor recommended. Ability to speak Spanish fluently with accurate pronunciation and intonation. Should also be able to read, write, and understand Spanish.

Experience: Practice teaching (6 semester hours to 120 clock hours) or two years of full-time teaching experience, with at least half in the field of Spanish.

Personal Qualities: Appearance and personality that set a desirable example for students. Ability to meet District standards for physical and mental health. Above average recommendations from student teaching supervisors and other professionals who have observed the personal characteristics, scholastic attainment, and classroom performance of the teacher.

IMPERIAL UNIFIED SCHOOL DISTRICT

CLASSROOM TEACHER - SPANISH 9-12

Brief Description of Position:

Within the scope of the District's philosophy and goals and with regard to adopted textual material the teacher of Spanish will teach linguistic communications skills to high school students. Performs other duties as assigned by the site administrator and the District Superintendent.

Major Duties and Responsibilities:

1. Provide instruction in reading, writing and oral skills to native and non-native students.
2. Present culture of Spanish America to reinforce vocabulary learning.
3. Give diagnostic testing and revise programs as needed.
4. Provide for individual and small group instruction in order to adopt the curriculum to the needs of students.
5. To evaluate pupil's academic and social growth.

Other Duties and Responsibilities:

1. Participate cooperatively with the principal and other professional staff members in assessing and solving pupil inter-conflicts and learning problems.
2. Maintain professional competence through educational advancement in-service training and professional organization in accordance with the District policy and professional standards.
3. Select and requisition books, instructional aids and supplies.
4. Insure a comfortable room environment through ventilation and lighting.
5. Maintain attendance records.

Supervision Exercised or Received:

Under the immediate supervision of the site administrator.

Minimum Qualifications:

Credential: Standard Secondary or General Secondary with a Bilingual Certificate in Spanish.

Education: Bachelor's Degree.

Personal Qualities: Must be well groomed, possess the ability to communicate effectively with high school students.