



Job Title: **1st – 5th Grade Chinese Dual Immersion Teacher**

Department: **School**

Supervisor: **Principal**

Lane Placement: **Certificated Schedule**

Schedule: **Up to 8 hrs / 184 days** Evaluation Group: **CTESS**

FLSA Classification: **Non - Exempt**

JOB DESCRIPTION

The 1st – 5th grade Chinese Dual Immersion classroom teacher is responsible for creating a positive learning environment where students develop the skills to become critical thinkers, problem solvers, lifelong learners and productive citizens. Teachers maintain a safe environment; establish rapport with students, parents and colleagues; motivate pupils to develop attitudes and knowledge that will help them reach their potential and be prepared for higher levels of education. Dual immersion teachers differentiate curriculum and use effective research-based methods of instruction.

ESSENTIAL FUNCTIONS

- Teach the Chinese core content area(s) outlined in the USOE's Core Curriculum, and adopted by the Board of Education, correlated with other approved learning activities.
- Instruct pupils in appropriate citizenship for first grade students.
- Meet regular, punctual and predictable attendance requirements.
- Develop Chinese, dual immersion lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of the child.
- Translate Chinese lesson plans into learning experiences to best utilize the available time for instruction.
- Establish and maintain standards of pupil behavior needed to achieve a functional learning atmosphere in the classroom.
- Evaluates pupil's academic and social growth, maintains appropriate records, and prepare progress reports.
- Communicate with parents of Chinese Dual Immersion student's through conferences, telephone calls, e-mails, student planners, school website, and other means, to discuss the pupil's progress.
- Identify pupil needs and cooperate with other professional staff members in helping pupils solve health, academic, social and psychological challenges.
- Create an effective learning environment for learning through functional and attractive displays, bulletin boards and interest centers that coordinate with Chinese dual immersion.
- Utilize computers and other technological classroom support equipment in student instruction.
- Provide and maintain a safe and supportive environment in the classroom and on the school campus.
- Maintain professional competence through in service education activities provided by the school district and self-selected professional growth activities.
- Demonstrate professional ethics as outlined by the Utah Professional Practices Advisory Commission.
- Be a positive role model.
- Participate in faculty meetings as required.
- Administer appropriate pupil attendance policies and procedures.
- Participate in appropriate educator evaluation procedures as per district guidelines.
- Participate in faculty committees and the sponsorship of pupil activities.

- Select and requisition books and instruction materials for Chinese dual immersion; maintain required inventory records.
- Administer group standardized tests in accordance with state and district testing procedures.
- Model professional and ethical standards when dealing with students, parents, peers, and community.
- Is responsible for understanding and adhering to laws, district policies, and procedures.
- Requires strong oral and written communication, skills with students, parents, and staff.
- Requires strong computer and educational technological skills.
- Requires effective problem solving, organizational, multi-tasking, and time management skills.
- Requires the ability to implement effective Chinese dual immersion teaching strategies.
- Requires the ability to establish and maintain a positive learning environment.
- Requires the ability to calmly handle classroom management issues.
- Requires the ability to establish and maintain effective working relationships with pupils, parents, school staff, district staff, and patrons.
- Requires the ability to work as a member of a team as well as the ability to work independently with little direct supervision.
- Knowledge of State Core Curriculum and Board of Education adopted guidelines.
- Predictable and reliable attendance.

During times of state or district emergency, all employees may be required to perform additional duties that are not required on a normal basis in support of educational and operational priorities. e.g. Performs general cleaning and sanitizing of work areas, provides remote assistance to students and staff, and any other reasonable duty as needed.

QUALIFICATION REQUIREMENTS

- Requires a cleared criminal background check.
- Requires a Bachelor's Degree in English Language, Literature, Linguistics, Second Language Teaching
- Requires a valid Professional Educator License for the State of Utah within the relevant "License Area of Concentration" and, if applicable, "Endorsement".

NOTE: The Administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience and availability of formal training programs, some exchanges can be made between training and experience.

All employees are required to participate in the District evaluation process.
It is the employee's responsibility to review and adhere to all district policies and procedures.
This information may be reviewed at www.canyonsdistrict.org

ADA _____

HR _____

Effective date: _____ 06/11/2020 _____