

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

CURRICULUM SPECIALIST
Language Acquisition

DEFINITION

Under the direction of the Assistant Superintendent, Educational Services or Designee, plans, implements, and evaluates all aspects of the English Language Development and Language Immersion/Language Acquisition Programs including compliance, curriculum development, and professional development; conducts program evaluations and makes recommendations for modifications based upon data analysis; oversees all aspects of support related to the district's language immersion programs; works in collaboration with other instructional coordinators and the Education Services Division; ensures that the EL and Language Immersion Programs are aligned to the District's overall educational program.

EXAMPLES OF DUTIES

- Coordinates planning, designing, and development of course content and assessments.
- Develops content aligned to the Common Core State Standards.
- Collaborates with other Curriculum Specialists, Instructional Coaches, teachers, staff, and administration to seek out and design innovative instructional materials to support the instruction of the Common Core State Standards, Next Generation Science Standards, English Language Development Standards, and the Digital Literacy Standards, to ensure support for English Learner students and Language Immersion students.
- Reviews course and content data to make recommendations regarding revisions and the incorporation of support for Integrated English Development and Language Immersion within the content area instruction.
- Identifies quality content providers for supplementary curricular resources to support language acquisition.
- Researches new and innovative curriculum practices to serve the needs of students acquiring a second language; stays current with curricular trends and standards changes.
- Works directly with curriculum and instruction team, grade level and department chairs in the design and vetting of course content, including curriculum guides, pacing guides, and instructional materials.
- Meets professional obligations through efficient work habits such as, meeting deadlines, honoring schedules, coordinating resources and meetings in an effective and timely manner, and demonstrating respect for others.
- Plans, develops, and utilizes a variety of instructional materials and aids appropriate to the intellectual and instructional level of pupils from varied socio-economic and cultural backgrounds, and who possess a range of mental and emotional maturity.
- Facilitates meetings and professional learning opportunities for teachers, administrators, staff, and parents in the use of curriculum resources.

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QUALIFICATIONS

Knowledge of:

Language Acquisition theories, Common Core State Standards, English Language Development, curriculum design; transfer issues between Mandarin Language and English languages; simplified and traditional Mandarin Language forms; ability to meet deadlines and simultaneous accountabilities, prioritizes diverse task; adult learning theory.

Ability to:

Plan, organize, and coordinate all aspects of the English Language Development and Language Immersion programs; communicate effectively both orally and in writing; train teachers, administrators, and classified staff in current language acquisition theory and strategies for classroom integration, instruction, and assessment of student language development; conduct demonstration lessons as needed in classrooms; prepare and present clear reports; analyze standardized assessment results and other data; use and demonstrate effective instructional strategies and practices to increase student achievement, engagement, and innovation; develop, write, and evaluate professional development; understand, evaluate and communicate current Language Development trends, state standards, as well as state and federal guidelines regarding services and program implementation; work independently; plan, coordinate and attend trainings and professional development; provide coaching and curriculum development to CUSD teachers with the integration of ELD into the District's overall curriculum development plan for Language Immersion schools; demonstrate a passion for bi-literacy, bilingualism and an appreciation of diversity.

Experience:

Two years of regular full-time teaching experience; curriculum design, development, and implementation experience preferred; BCLAD – Spanish or Mandarin preferred.

Education:

Bachelor's Degree; Master's Degree in related area or postgraduate educational coursework preferred.

Certification Requirement:

Possesses a valid California credential as a teacher of elementary grade students or secondary level students in a major or minor subject matter field, No Child Left Behind (NCLB) certification as appropriate and CLAD, BCLAD or English Learner authorization. *BCLAD – Spanish or Mandarin preferred.*