

West Side Union School District

1201 Felta Road • Healdsburg • California 95448 • 707/433-3923 • Fax 707/433-7341

JOB DESCRIPTION – Spanish Enrichment Instructor

JOB SUMMARY

Under the supervision of the Superintendent/Principal, the employee will carry out the responsibilities, including, but not limited to: Spanish foreign language Instruction for elementary school aged students, planning and implementation of the Sonrisas curriculum, supervision of the learning environment, collaboration with classroom teachers, and other duties as assigned.

ESSENTIAL DUTIES & RESPONSIBILITIES

Organize and direct classroom activities to implement curriculum; teach lessons incorporating, song, movement, and art; manage and maintain classroom environment for a safe and productive work atmosphere; organize daily class time so preparation and instruction is accomplished; control the storage and use of school-owned property; collaborate and coordinate with classroom teachers; foster an openness to the sounds, the songs, the stories, and the culture of native Spanish speakers; and perform additional professional activities as necessary to meet job requirements and expectations.

QUALIFICATIONS

- Bachelor's Degree
- Minimum of one year successful experience teaching Spanish as a foreign language to elementary school aged students
- Ability to differentiate and accommodate varied learning styles
- Ability to work with a multicultural population
- Highly collaborative

PHYSICAL DEMANDS

Seeing to monitor student classroom activities and read curriculum; sitting or standing for extended periods of time; hearing and speaking to exchange information related to instruction; walking level surface; standing, bending and stooping; and lifting, carrying, pushing, objects 1-25 pounds.

WORKING CONDITIONS

Work in a classroom environment

WORK YEAR

Part-time: 10 hrs/wk, 10 mos/yr

SALARY

\$35.10 – 38.36/hr

Appointment to this position predicated upon a negative TB result. In addition, the selected candidate must complete the state fingerprinting requirements and the district must receive a Certificate of Clearance by the California Department of Justice.