

Spring Forward Learning Center English Learner Teacher Job Description

Title:	English Learner Teacher
Reports to:	Program Manager
FLSA:	Exempt
Hours:	17 hours per week. Class time is 9:00 a.m.- noon, Monday through Thursday plus five hours prep.
Program Dates:	Through May in conjunction with the Rock Island-Milan School District calendar

Purpose Statement

The job of English Language Teacher was established to develop adult English Learner students at the Family Literacy Program in Rock Island.

Key Roles (Essential Job Responsibilities)

Essential duties and responsibilities include the following. Other duties may be assigned.

1. Instructs English learners for improving their language and life skills
2. Develops lesson plans
3. Delivers group and individual instruction
4. Administers tests and language assessments for evaluating student language ability
5. Assesses students' progress towards objectives and/or goals
6. Collaborates with staff, volunteers and community partners
7. Models English communication

Skills/Knowledge Required

1. Education: Bachelor's degree in education or related field with relevant experience
2. Experience working with English Learners
3. Ability to interact with a diverse group of learners
4. Ability to plan and implement quality programs.