

**Harborside Family School
Job Description
ESOL Level 1, 2, 3 Teacher**

Responsibilities

- Teach a multilevel intermediate ESOL class of 12 parents/caregivers in East Boston, two afternoons from 3:15-5:30, for 32 weeks beginning in September
- Follow Department of Elementary and Secondary Education and English for New Bostonians' guidelines
- Utilize the Adult and Community Learning Services (ACLS) rules and regulations to ensure program success; access the ACLS website for helpful resources that can be used.
- Develop and implement a contextualized ESOL curriculum which focuses on schools, parenting and how parents can support their children's learning. Utilize the ENB ESOL for Parents and Caregivers Curriculum when making lesson plans. Also, access the DESE curriculum guidelines and CCR Standards.
- Connect parents/caregivers to parent events in their child's respective school.
- Help parents set and reach personal goals for their English language learning and their involvement with their children's education.
- Meet with the Education and Career Advisor to discuss student's goals and next steps
- Support parents in transitioning to other ESOL or educational programs
- Meet with parents who have poor attendance to help resolve barriers to successful program participation.
- Meet weekly and collaborate closely with the peer teacher in program
- Report Attendance monthly to the LACES Coordinator
- Participate in a minimum of 12 hours of professional development
- Organize student attendance and facilitate student participation in Field Trips arranged by the Program Coordinator for families

Qualifications

Required:

- At least three years experience in teaching ESOL, a minimum of a bachelor's degree
- Experience with Boston Public Schools
- Experience developing ESOL curriculum activities
- Willing to commit to teach from September through June

Desired:

- Bilingual Spanish
- Familiarity with East Boston
- Experience with Family Literacy

Reports to: Harborside Community School Education Program Director and Program Coordinator

Hours:

9 hours per week including prep time for 36 weeks

PLEASE SEND RESUME TO:

Carol Baglio: cbaglio@ebhcs.org

