

SACRAMENTO COUNTY OFFICE OF EDUCATION

CLASSIFICATION TITLE: Curriculum Specialist, English Language Development

DEFINITION

Under direction the English-language development curriculum specialist coordinates, develops and implements the curriculum and professional development for site and district administrators and other instructional personnel necessary to support instruction for all English learners; performs other related duties as assigned.

DIRECTLY RESPONSIBLE TO

Director III, K-12 Curriculum and Intervention

SUPERVISION OVER

Clerical and technical personnel

DUTIES AND RESPONSIBILITIES (Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks, which may be found in positions within this classification.)

Working with site and district administrators in school districts and other agencies, plans, organizes, and promotes various activities regarding the support of English learners and the implementation of the State content standards and the State curriculum frameworks; develops, facilitates, and provides related training; serves on appropriate committees and work groups; consults on curriculum development, material selection, and alignment with State frameworks; assists school districts with student performance assessment and testing; acts as an advocate for appropriate curricular changes and modifications; testifies and presents information to local State and national educational groups and the legislature.

MINIMUM QUALIFICATIONS

Education, Training, and Experience

Possession of a valid California teaching credential with ELD authorization based on a Bachelor's degree and student teaching; administrative credential; experience instructing English-language learners; extensive, successful administrative experience; experience in developing EL curriculum and providing staff development activities.

Knowledge, Skills, and Abilities

Knowledge in State Board-adopted and district-approved K-12 language arts/reading and mathematics curricula and various effective professional development programs including SB 472 and AB 430; expertise in content area and ELD literacy; ability to effectively communicate knowledge and skills to other certificated staff; skills to manage the work, set priorities, and evaluate progress toward outcomes; interpersonal skills necessary to work cooperatively and effectively with individuals and groups.