TITLE: **Director of Language Learners**

QUALIFICATIONS:

1. Holds valid Kentucky certification either as a supervisor of instruction, school superintendent, or principal
2. Has three years of leadership in English Learner/World Language
3. Has demonstrated knowledge about and/or experience with English Learners/Limited English Proficiency services and Every Student Succeeds Act Title III regulations
4. Possesses such alternatives to the above qualifications as the Board may find appropriate and acceptable

REPORTS TO: Assistant Superintendent for Learning Support Services

JOB GOAL: To assure that identified English Learner/Limited English Proficiency students are serviced appropriately and in compliance with all State and Federal Regulations.

PERFORMANCE RESPONSIBILITIES:

1. Provides key leadership and support to teachers, principals and central office staff as it pertains to the English Learner program
2. Assist other Learning Support Services Directors in leading foreign language departments throughout the district
3. Works with the District Assessment office to coordinate district-wide assessments (excluding quarterly common assessments) and placement testing for the English Learner program
4. Assesses relevant district-wide student achievement data and recommends appropriate courses of action including curricular changes based on student achievement data
5. Will coordinate culturally appropriate services and activities for English Learner students and their parents
6. Assumes the responsibility for the budgeting, administration, and reporting of all Title III funds and oversees Every Student Succeeds Act compliance
7. Supervise/Evaluate district staff in the area of English Learner, World Language, and support principals in the supervision of school-level English Learner/World Language staff
8. Organizes and administers the overall English Learner/Limited English Proficiency programming for the district
9. Serves as liaison to all schools regarding English Learner/World Language programming, and provides consultation and support to administrators and staff in the area for English Learners/World Languages and related supports
10. Lead the development, management, and evaluation of English Learner/World Language programs and/or projects for the purpose of carrying out and achieving English Learner/World Language goals and objectives
11. Provide training and consultation to administration, teachers, support staff and parents in the area of English Learner/World Languages to improve instructional capacity and student outcomes
12. Assists building level English Learner/World Language teachers in the design of the curriculum and in monitoring and reporting of student progress/proficiency benchmarks
13. Maintains a schedule of regular visitation with all schools
14. Ensure curricular resources and instructional methods in the area of English Learner/World Language match current research-based best practices
15. Promotes family-school partnerships and community engagement through the development of innovative programming and through regular communication about the English Learner/World Language program
16. Establish and maintain cooperative organizational, public, and educational community relationships
17. Coordinates and supervises a district-wide English Learner/Limited English Proficiency summer program
18. Pursues grants and sub-grants for English language acquisition and language enhancement for World Language departments
19. Perform other duties consistent with the position as may be requested by the Superintendent or his designee

TERMS OF EMPLOYMENT:

* Salary Index
* 12 months
* Board approved