

**FRESNO UNIFIED SCHOOL DISTRICT
POSITION DESCRIPTION**

TITLE:	Teacher, Foreign Language In Elementary Schools (FLES - Grades K-8)	REPORTS TO:	Principal
DEPARTMENT:	School Site	CLASSIFICATION:	Certificated
WORK YEAR:	183 Days	SALARY:	Regular Teacher Salary

MINIMUM QUALIFICATIONS:

California credential authorizing instruction in foreign language
Recent course work in foreign language teaching methodology
Experience in working with students in grades K-8 and in teaching foreign languages

KNOWLEDGE AND ABILITIES:

Knowledge of and ability to implement the subject matter, philosophical, social, and educational concepts relative to the duties and responsibilities listed on this job description

DUTIES AND RESPONSIBILITIES:

As a Director of Learning

1. Teach, using the appropriate learning activities, skills and knowledge in the foreign language to elementary pupils, utilizing course of study, goals and objectives and curriculum guides prepared by the FLES committee and adopted by the Board of Education. Modern foreign language teachers (French, German and Spanish, etc.) teach aural comprehension, speaking, reading and writing
2. Instruct pupils in citizenship, basic communication skills, and other general elements of course of study common to all teachers as specified by state law and administrative regulations and procedures of the school district
3. Develop lesson plans and supplementary materials compatible with the basic District instructional philosophy
4. Provide effective learning experiences, utilizing techniques which develop the basic communication skills. Utilize tape recorders and other audiovisual equipment as appropriate to implement basic District philosophy
5. Provide, at appropriate levels, individualized and small group instruction to adapt the curriculum to the needs of each pupil
6. Develop pupil understanding and appreciation of culture where language is spoken
7. Establish and maintain standards of pupil behavior needed to provide an orderly, productive classroom environment
8. Evaluate, at the appropriate level, each pupil's progress in aural comprehension, speaking, reading and writing the foreign language

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9. Requisition books, instructional aids and instructional supplies, and maintain required inventory record
10. Perform basic attendance accounting and business services as required
11. Participate in in-service education activities provided by the District and in such self-selected growth activities as foreign language workshops
12. Participate in curriculum and other developmental programs within the school of assignment and/or on a District level

Duties and responsibilities may be added deleted or changed at any time at the discretion of management

ACCOUNTABILITY:

Person to whom responsible: On-site Principal

Evaluator: On-site Principal

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