



## **English as an Additional Language (EAL) Teacher Job Description**

02/27/2019

The American School of Dubai (ASD) is a college-preparatory, Pre-K through grade 12, independent, not for profit American curriculum school, offering what is best about American education to provide learning experiences designed to promote the maximum potential of its students.

### **Position Summary**

The primary responsibility of the English as an Additional Language (EAL) teacher is to support non-native English speakers in their English language acquisition. He/she will work with the Director of Student Services, the building administrators and Learning Support teachers to develop tools and strategies that support students – building on their previous experiences, education, cognitive abilities, and English language proficiency. The EAL teacher will collaborate with all school professionals and specialists to provide support for students with a range of EAL needs. He/she will work under the direction of the Director of Student Services and in collaboration with the Elementary School Principal and Associate Principals.

### **Duties and Responsibilities**

- Provide small group language instruction during scheduled blocks and provide additional assistance within the regular classroom during reading and/or writing blocks
- Teach content that enables students to be successful in subject areas and meet grade level standards and expectations
- Administer regular language assessments to current and potential EAL students
- Provide direct math and literacy support for identified children
- Use appropriate strategies and techniques during instruction to improve English Language proficiency in the areas of listening, speaking, reading and writing.
- Support the regular classroom and specials teachers in developing interventions through collaborative goal setting
- Develop plans for effective communication, monitoring, and follow-up of students in classroom settings
- Demonstrate effective case management skills
- Maintain accurate and complete student records and prepare reports on student learning
- Co-teach and collaborate with classroom teachers on the planning of units to ensure appropriate strategies are in place for EAL students
- Meet with parents to discuss their child's progress and to determine priorities for their educational needs
- Support and collaborate with parents of EAL students

- Advocate for children by working with parents, students, counselors and teachers

**Required Qualifications**

- A minimum of two years of full-time teaching experience (teaching EAL)
- A valid teaching certification or endorsement in English as an Additional Language specialist
- Proficient at collaborating with teachers and modeling best practices for different learners

**Preferred Qualifications**

- Trained in and possesses a working knowledge of the Teachers College Workshop Model
- Has a working knowledge of the WIDA standards and assessments
- Strong interpersonal, communication, collaboration, and organizational skills