

# CASHMERE SCHOOL DISTRICT #222

## JOB DESCRIPTION

<u>Position Title:</u>	Instructional Para-Professional For English Language Learners
<u>Definition of Position:</u>	To provide support services to students developing the English Language
<u>Immediate Supervisor:</u>	Cashmere Middle School Principal/Admin.
<u>Required Qualifications:</u>	<ul style="list-style-type: none"><li>* Bilingual</li><li>* Ability to assist in the implementation of student plans</li><li>* Ability to work collaboratively with general education staff, including lead teachers</li><li>* Ability to deliver direct instruction</li><li>* Ability to work with and maintain good communication skills with students, parents and teachers</li><li>* Ability to translate spoken and written language</li><li>* Experience working with children</li><li>* High school diploma</li></ul>
<u>Desired Qualifications</u>	<ul style="list-style-type: none"><li>* Experience working with EL students and Language Acquisition</li><li>* AA degree or 2 years college</li><li>* Type 2 Driver's License</li></ul>
<u>Essential Job-Related Activities:</u>	<ul style="list-style-type: none"><li>* Perform translation in verbal and written form</li><li>* Maintain data forms</li><li>* Liaison between school and family</li><li>* Fulfill requests and duties as assigned</li></ul>
<u>Terms of Contract:</u>	
Salary	As per negotiated agreement
Length of contract	7.0 hrs per day - 191 days, continuing
Leaves/Benefits	As per negotiated contract
<u>Schedule:</u>	Letters of interest and applications accepted through Fast Track

Cashmere School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

**Title IX Coordinator** – Scott Brown, 329 Tigner Rd, Cashmere (509) 782-2914 [sbrown@cashmere.wednet.edu](mailto:sbrown@cashmere.wednet.edu)

**Civil Rights Compliance Coordinator** – Glenn Johnson, 210 S Division, Cashmere (509) 782-3355 [gjohnson@cashmere.wednet.edu](mailto:gjohnson@cashmere.wednet.edu)

**Section 504/ADA Coordinator** - Lisa Avila, 101 Pioneer Ave, Cashmere, (509) 782-2710 [lavila@cashmere.wednet.edu](mailto:lavila@cashmere.wednet.edu)