

CHANDLER UNIFIED SCHOOL DISTRICT NO. 80

JOB DESCRIPTION

Classification: Certified
Title: Chinese Mandarin Immersion Teacher

Job Goal: To provide educational leadership through the Chandler Unified School District curriculum and to facilitate learning that challenges and supports all students in an equitable and safe environment and that meets the District mission and vision. Develop World Language curriculum, oversee assessment administration and assist with hiring if needed.

Certificates, Licenses and Registrations:

- Must have authorization to work in the United States as defined by the Immigration Reform Act of 1986
- If not a U.S. Citizen, must hold a valid passport
- Bachelor's Degree or post bachelor degree in education
- Arizona Teaching Certificate
- AZ IVP Fingerprint Clearance Card
- NCLB Highly Qualified qualifications
- Appropriate approved areas/ endorsements maybe required depending on area of instruction
- Knowledge of computer applications

Teacher Core Job Functions (4 hours per day):

- Speaking fluent (native or near native proficiency) in Mandarin Chinese
- Planning, developing and implementing class curriculum compliant with state standards in accordance with District guidelines.
- Developing and teaching content-based immersion curriculum in core subject areas including math, science, social studies and Chinese Language Arts.
- Providing direct services to students, consulting with other professionals, meeting and discussing issues with parents, planning, delivering, and evaluating instructional outcomes, and conducting the research needed to perform the essential functions of the position. The direct instruction is delivered in the classroom and as a field experience.
- Working as a team member, sharing common planning, professional development, curriculum design, and teaching responsibilities with your team which includes Chinese and English speaking members.
- Assessing and documenting student progress toward curricular goals and language proficiency. Teachers will use multiple measures for formative and summative assessments, reflecting best practices in assessment. Teachers will use standardized and internal testing to assess class performance, suggest adjustments in instructional language mix, provide a baseline for student achievement, measure individual growth, highlight areas needing individual attention, and identify areas for professional development and curriculum enhancement.
- Administering of Mandarin acquisition assessment tools
- Working with students individually or in small groups to reinforce material and skills
- Using effective basic strategies for management of behavior
- Participating in recruitment needs for program
- Providing site, parent and community liaison functions
- Attending parent conferences as requested by the teacher

- Basic Knowledge of computers, software and applications
- Participating in department and school meetings
- Participating in District and school initiatives
- Meeting any additional specific job requirements as indicated by the District or school site

Coordinator Core Job Functions (4 hours per day):

- Working with district personnel to develop promotional materials
- Collaborating with webmaster on the development of website page related to Mandarin Chinese Immersion Program
- Providing presentations to outside organizations
- Recruiting and sustaining students for the Immersion Program expansion
- Collaborating with English and Mandarin teachers on curriculum, instruction and assessment
- Overseeing the development and distribution of foreign language curriculum documents and communicates to schools and the public
- Researching best practices in second language acquisition
- Developing sister school relationships with Mandarin and English speaking schools around the world
- Supporting the development, articulation, implantation and management of the District's/School's vision, mission and goals
- Detail oriented and self-motivated
- Partnering with community and outside agencies to enhance the program opportunities
- Developing and sustaining schoolwide cultural support and themes

Core Values/Professional Qualities:

- Function effectively as a team member
- Ability and desire to provide outstanding customer service
- Be responsible, reliable and punctual
- Be flexible and adaptable to change
- Positively accepting direction
- Establish and maintain courteous, cooperative working relationships with students, staff and parents
- Direct constructive criticism toward improving the district
- Exercise positive problem solving behavior and conflict resolution skills
- Adhere to the dress code appropriate to the site and job
- Share sensitive student and staff information on a need to know basis
- Be a positive role model for students
- Adhere to District and school rules and procedures