



EL Teacher and Program Coordinator (full-time)

Community Charter School of Cambridge (CCSC) is a public charter school that serves students in grades 6-12. Focusing on post-secondary success for *all* students, CCSC combines high academic and behavioral standards with an environment of unconditional affection, acceptance, and belonging in which all students can thrive. CCSC seeks dedicated, outstanding, and innovative faculty and staff interested in joining our exceptionally diverse and talented team (47% faculty of color, 57% administrators of color for the 2017-2018 school year). Educators will build upon our rigorous academic program and strong school culture. The school's commitment to diversity and social justice is reflected in our daily practices, policies, and systems. Professional development is team-based and includes an extensive focus on race and equity. CCSC has been honored during its first thirteen years and recently received the Department of Elementary and Secondary Education's highest ranking among middle/high schools in the greater Boston area. CCSC has received an official state commendation and was runner-up for the prestigious Pozen Prize for Charter Schools.

This specific position entails teaching ESL classes to a variety of grades and language levels (roughly .75 FTE) and coordinating the EL program (.25 FTE). In addition, the faculty member will fulfill all regular duties and commitments required of CCSC staff. In addition, the faculty member may serve as an advisor and will fulfill all regular duties and commitments required of CCSC staff.

EL teaching responsibilities include

- Teach pull-out and push-in ESL classes at the Transitional and Foundational levels
- Create WIDA and Common Core based curriculum for Transitional and Foundational students
- Work with general education teachers to create appropriate accommodations and modifications for EL students
- Write quarterly progress reports on achievement of WIDA standards

EL program coordinator responsibilities include

- Develop and run EL department PD and bi-weekly meetings
- Give feedback on ESL curriculum
- Coach general education teachers in SEI strategies
- Provide school-wide PD in SEI and EL compliance topics
- Ensure EL program compliance including file maintenance, progress reporting and program evaluation
- Support new to the school families in completing home language surveys
- Serve as DESE liaison for EL programming
- Coordinate EL-based Coordinated Program Reviews performed by DESE
- Identify incoming EL students through DESE approved screening tools
- Coordinate and administer annual ACCESS test
- Evaluate one EL specialist

Qualifications:

- Mass. certification in ESL grades 5-12
- Knowledge of methods and materials for teaching ELs
- Experience developing curriculum for English Learners
- Master's degree in TESOL, Applied Linguistics or related field preferred

How to Apply

Send a cover letter and resume to Shannon Coyle, Special Programs Compliance Coordinator, at ELJob@ccscambridge.org with the subject line "EL Teacher and Program Coordinator (full-time)".