

Job Opening Announcement & Job Description



MIGRANT EDUCATION SPECIALIST Temporary Position through June 2019

Supervisor: Associate Director Student Success & Learning	Division: Student Success & Learning Location/Assignment: North Central ESD
Salary Range: \$77,564.00 - \$97,820.00 <i>Salary based on 191 day position Salary range dependent upon experience and expertise.</i>	Conditions of work: 8 hours/day maximum 185 days through June 2019 - exempt position

GENERAL DESCRIPTION:

This position is a rare opportunity to join an exciting team. The regional Educational Service District 171 (ESD 171) is seeking a dynamic team player interested in making an impact in the lives of district staff as the Migrant Education Specialist for 29 School Districts within our ESD region. The Migrant/Bilingual Education Specialist provides staff development and training to local districts with migrant programs. Services are designed to improve academic achievement and graduation rates for migrant students through improved instructional planning, assessment practices and family engagement. This position is based in Wenatchee, Washington.

Qualifications:

Required:

- Bilingual (English/Spanish).
- Washington State Teaching Certificate.
- Experience as a program coordinator and/or teaching position in the public school system for at least the last two years with a focus on implementing Common Core State Standards implementation for Mathematics, and/or NGSS for Science.
- Knowledge of the English Language Proficiency Standards.
- Experience and comfortable working with multicultural groups of adults and students in rural or remote districts and also migrant/bilingual programs.
- Understanding of the challenges facing migrant children and their families.
- Effective communication skills, both written and oral, ability to manage, prioritize, and meet deadlines with multiple projects.
- High commitment to accomplishment and flexibility in work hours.
- Must have good human relations and interpersonal skills, demonstrated ability to work well with others, including school staff and parents of migrant children.
- Demonstrated ability to teach adults and facilitate adult learning through coaching and mentoring.

Preferred:

- GLAD trained.
- Endorsed in ESL or Bilingual Education; K-8 certificate.
- Experience and/or background knowledge in Migrant and Bilingual Program requirements.
- Excellent presentation skills with adult learners. Proficient in integrating current technology in classroom instruction and/or professional development situations.

Skills, Knowledge, and/or Abilities:

- Ability to collaborate as a member of a team and support state-wide education initiatives and the overall function of the ESD.
- Knowledge of current research, procedures and best practices in education, curriculum and assessment.
- Ability to communicate in writing, email, conversation and public presentations.
- Have a valid Washington State Driver's license, reliable transportation, and be willing to travel; occasional evening hours and weekend work required.

Timeline:

Position opens: October 2, 2018
Position closes: October 15, 2018
Screening & Interviews as soon as possible
Position begins as soon as possible

Note: Employment contingent upon successful clearance of a Washington State Patrol, FBI fingerprint criminal history background check, and Sexual Misconduct background check.

NCESD is an Equal Opportunity Employer

Responsibilities:

- Work collaboratively to develop and present information on the best practices of supplemental instruction in mathematics, science, ELA and Common Core state standards.
- Provide training to district personnel on models and best practices for parent engagement in their child's education.
- Provide training to LEA's on strategies for developing effective family literacy.
- Incorporate student leadership and parent leadership strategies into all LEA services as appropriate.
- Coordinate, plan, and present staff professional development to District Migrant Program personnel.
- Assume responsibility for keeping current with the literature, new research findings, and improved techniques in education.
- Work with OPSI to implement leadership models and activities that support academic, project-based and/or community based endeavors, in coordination with content coordinators, in the areas of math, science, reading and/or writing.
- Represents North Central ESD and WA State Migrant Education Program at curriculum and instruction meetings as assigned.
- Prepare and submit reports on Migrant services as required by the State Migrant Department.
- Under the direction of the Associate Director Student Success & Learning provide technical assistance to local school district administrators and staff in the development of curriculum and improvement of instruction, including literacy, bilingual education and ESL, to meet the needs of migrant students, including both elementary and secondary levels, credit exchange programs and MSDR liaison.
- Assists districts in assessing the need for, coordinating the planning of, and providing staff development services in special, supplementary curriculum areas including literacy, bilingual education and ESL.
- Assists districts to prepare for program reviews by providing technical assistance prior to reviews.
- Provides follow up activities to staff development programs including on-site visitations, observations and coaching.
- Assists districts in planning and implementing student needs assessments, diagnosis and instructional programming.
- Prepares and submits reports as requested.
- Cooperates with and provides support to state, regional and local staff in carrying out the objectives of the Washington State Program for Migrant Children's Education.
- Plans, develops and presents in-service programs at local, regional, state and national workshops, institutes, and conferences.
- Cooperates with other staff in developing a resources library of instructional materials.
- Represents North Central ESD and the Migrant Education Program at local, regional, state, and national events as requested by supervisor.

Professional Growth and Responsibilities

- Meets or exceeds performance expectations in the following areas:
 - Competence
 - Quality & Quantity of Work
 - Attitude
 - Flexibility, Innovation & Initiative
 - Cooperation with Supervisor/Director & Peers
 - Demonstrates & Supports Agency Values
- Supports and implements ESD policies, regulations, procedures and administrative directives; demonstrates loyalty to the ESD and other administrators.
- Submits records, reports and assignments promptly and efficiently.
- Deals with obstacles and constraints positively.
- Demonstrates ability to adjust to and use new approaches in the performance of his/her duties.
- Seeks and takes advantage of opportunities for professional growth.
- Maintains dress and appearance appropriate to a professional office setting.
- A new employee is subject to a 180-day probationary period and must be evaluated prior to its end. If work is found to be unsatisfactory, the employee is subject to termination.
- Other duties as assigned by the Associate Director Student Success & Learning, Assistant Superintendent or Superintendent.

Physical Demands

- Frequent travel within the ESD 171 region. Some overnight travel may be required.
- Extended or flexible hours as necessary.
- Sitting for extended periods of time may be required. Lifts and carries a maximum of 40 pounds. Adequate manual and finger dexterity, hearing, speech, and vision are necessary to perform the essential functions of this position.

Application Procedure:

North Central ESD is accepting applications for this position on-line only. To access our on-line application please click the link below. **All completed packets must be submitted on-line.**

[Click here to apply](#)