

WAVERLY COMMUNITY SCHOOLS

Position Announcement

Job Title:	English Language Learner Teacher		
Location:	East & Middle School	Start Date:	Immediate
Salary Range/ Level:	\$47,525 - \$88,387 – Per the current WEA Master Agreement	Terms of Employment	School Year
Date Posted:	August 6, 2025	Application Deadline:	Until Filled
Application Process:	A COMPLETED ONLINE APPLICATION IS <u>REQUIRED</u> . (See application instructions at ELL Interventionist East & Middle School 2025-26) Resume and cover letter may be: <ul style="list-style-type: none">• Attached within the online application (preferred)• Faxed: (517) 321-8577• Mailed: Waverly Community Schools, 515 Snow Rd., Lansing, MI 48917		
Job Description			
SUMMARY OF POSITION: The ELL Teacher is responsible for providing targeted academic second language and grade level supports to eligible ELL students in all core content areas at Waverly. This position reports directly to the assigned building/program principal. <u>ESSENTIAL JOB FUNCTIONS</u> - <i>Essential functions under the Americans with Disabilities Act may include any of the following duties, knowledge and skills. This list is illustrative only and is not a comprehensive listing of all functions and duties performed by employees in this position. Regular on time and in person attendance is an essential function of this job. Other essential functions may include, but are not limited to the following:</i> <u>JOB FUNCTIONS:</u> <ul style="list-style-type: none">• Provide and deliver academic support services to eligible ELL students• Manage and maintain accurate student records• Visit with identified students to identify suitable options and help resolve problems.• Develop a positive relationship with students and school community and maintain constructive relationships with staff, students, and administration.• Interact with co-workers, administration, and students in cooperative, supportive, and positive ways.• Participate in district led ELL PD.			

- Provide interventions in listening, speaking, reading and writing in English for ELL learners.
- Provide literacy support for ELL learners at school and home.
- Coordinate school achievement data on ELL learners in literacy.
- Ability to support each individual student's understanding and readiness using intervention strategies.
- Ability to work with students at all learning levels.
- Plan and lead small group and individualized instruction.
- Based on data, regularly adjust instructional strategies, including, but not limited to: adapting lesson plans and identifying new ELL interventions.
- Communicate frequently with classroom teachers and school leaders regarding students' progress
- Help teachers diagnose reading strengths and weaknesses and match these skills with appropriate techniques and materials.
- Keep the parents informed as to the purposes and progress of the reading program.
- Work with support staff and school administrators to facilitate the coordination of the ELL services.
- Administer and assess WIDA Screener assessment
- Administer the WIDA Access assessment
- Administer formative and summative assessments to monitor and record progress to ensure student achievement
- Demonstrated organizational skills
- Good attendance
- Other duties as assigned

REQUIRED QUALIFICATIONS:

- Valid Michigan K-12 Teaching Certification ESL (TESOL)
- Ability to analyze data and make instructional decisions
- Belief that all students can learn
- Must be willing to attend training sessions
- Demonstrated excellent computer skills
- Demonstrated excellent communication skills
- Demonstrated ability to work as a member of the team
- Demonstrated ability to problem solve

KNOWLEDGE, SKILLS AND ABILITIES:

- Understanding of working with WIDA and Common State Standards.
- Demonstrated understanding of curriculum development processes.
- Experience working with at-risk learners and special needs.
- Ability to effectively function as a professional team member.
- High level organizational skills.
- Demonstrated good attendance and punctuality.
- Possesses high level of communication skills (oral and written).

ADA REQUIREMENTS:

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is required to stand, walk, sit, use hands to finger, handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk, hear (in a quiet or noisy environment). The employee must occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision and ability to adjust/focus.

WORK ENVIRONMENT:

The noise level in the work environment is usually loud to moderate. The employee is directly responsible for the safety, well-being and work output of students.

MENTAL FUNCTIONS:

While performing the duties of this job, the employee is required to compare, analyze, communicate both orally and in writing, copy, coordinate, instruct, compute, synthesize, evaluate, use interpersonal skills, compile and negotiate.

Notice of Non-discrimination

The Waverly Community Schools will not discriminate against any person based on race, sex, sexual orientation, gender, gender identity and expression, height, weight, color, religion, national origin, age, marital status, pregnancy, disability, veteran, or military status.

Americans with Disabilities Act accommodations: Assistance with the application process may be requested through the Human Resources Department at [\(517\) 319-3031](tel:5173193031) or msavage@waverlyk12.net.