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**POSITION:** English Language Learner (ELL) Program Facilitator  
10-Month (Sept – June) Part-time (up to 25 hours per week)

**LOCATION:** Local School Districts in Wayne County

**SUPERVISOR:** Executive Director of Instructional Services or Designee

**EFFECTIVE:** Immediately

**QUALIFICATIONS:**

- Must meet requirements for qualified paraprofessionals under NCLB
- Must have a **minimum of 60 hours college credit**
- Bachelors Degree in related field preferred
- Knowledge of teaching methods used to instruct the ELL population preferred
- Experience working with school-age children in an educational setting preferred
- Ability to communicate effectively with parents and school community required
- Must be fluent in English; reading, writing and speaking
- Must have reliable personal transportation

**RESPONSIBILITIES:**

- Supports completion of the English language proficiency assessment with students
- Utilizes CLASS A data to create student profile
- Develops and maintains student record file for compliance documenting annual progress, etc.
- Plans individual and/or small group student instruction supporting classroom learning using a pull out and/or push in model
- Assists students with classroom assignments
- Provides input to student scheduling, grading, and academic progress
- Provides information to enhance cultural competence
- Attends meetings and staff development activities as assigned
- Accompany students on field trips
- Performs other duties as assigned

**SALARY:** 10-Month (September – June) Step 1 - \$15.31 per hour + mileage  
- Benefits package available  
- Membership in the Michigan Public Schools Employee Retirement System [www.michigan.gov/ors](http://www.michigan.gov/ors)

**Application Process and Timeline:**

Applicants ***MUST*** apply online at [www.applitrack.com/resa/onlineapp](http://www.applitrack.com/resa/onlineapp) - Job #2751 by 3:00 p.m., Monday, March 4, 2013.

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**