

# Chula Vista PROMISE NEIGHBORHOOD



*South Bay Community Services*

Title: English Language Learner (ELL) Coach  
Reports to: Project Manager  
Based at: Respective School Site within the Castle Park area

## Job Purpose:

The ELL Coach, under the supervision of the Project Manager, is responsible for providing services to CVPN's clients and the community. Services will be in keeping with CVPN's goals, mission, style and theory of change provided within a collective framework congruent with the community we are serving. ELL coaches will be responsible for training tutors, instructors and other staff who will be providing services directly to community members. This position is a staff development and training position with little to no contact with actual community members, less during training and development. Because this individual is responsible for training educators who will touch a substantial percentage of the community, it is important that this individual is enthusiastic about CVPN and passionate about ELL/ESL.

## Key Responsibilities and Accountabilities:

- Familiar with and progressive in thinking about the latest and most effective ESL/ELL training pedagogies;
- Design and implement developmentally age appropriate curriculum and activities, with organized and enriched learning centers, encouraging activity and generating interest;
- Develop and implement curriculums that takes an overall approach to English study or they may focus on a specific aspect of language use, such as life skills, literacy, or vocational and workplace English;
- Supervise and train all interns, volunteers and mentors to ensure complete compliance with all regulations;
- Able to effectively communicate and instruct educators;
- Understand the various approaches involving teaching students basic English skills, such as listening, reading, writing and speaking;
- Training educators on classroom work that can consist of rote pronunciation techniques, quizzes, textbooks, videos and computer lessons;
- ELL coach must be knowledgeable of CVPN's culture and recognize differences that may affect a student's ability to acclimate to a English-speaking environment and incorporate this cultural responsiveness into curriculum development, staff training and development as well as overall mindfulness;
- Required to be fluent in English and Spanish in order to communicate with their students;
- Assist educators in both pedagogical aspects of ELL as well as tools on how to develop goals and objectives consistent with individual student needs;
- Attend and complete all required training and staff meetings, and participate or lead a variety of profession growth activities;
- Participate in program evaluation by analysis of student assessment, parent feedback, and agency results;
- Involve parents and families in student activities and participate in other community activities as assigned; and
- Performs other duties as assigned and required by the Project Manager.

## Qualifications:

California State Certification in ESL with a minimum of 5 years experience teaching students and a minimum of 2 years experience in professional training. Bilingual (English/Spanish) preferred.

We are an equal opportunity employer. Employment selection and related decisions are made without regard to gender, race, age, disability, religion, national origin, color, sexual orientation or any other protected class.