

**Job Title:** Chinese Dual Language Immersion Teacher  
**Department:** Assigned School  
**Reports To:** School Principal  
**FLSA Status:** Exempt  
**Salary Schedule:** TT



## **SUMMARY**

Under the direction of the school principal, the Chinese Dual Immersion Teacher is responsible for the education of assigned students and will create a flexible program and class environment favorable for learning and personal growth. The teacher will teach Mandarin Chinese (simplified) literacy skills and identified content subjects to students through the exclusive use of the Mandarin Chinese (simplified) language and using the Utah Foreign Language Dual Immersion Model. The teacher will team with an English-speaking teacher to provide instruction to students. Professional relations will be developed and maintained with other staff and parents.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** *may include the following. Regular, reliable worksite attendance and timeliness is an essential job function to perform the essential duties and responsibilities of the position. While this job description attempts to outline all essential duties of the position, the description is not a contract and the job functions are subject to change at the organization's discretion. Other duties may be assigned.*

Provides learning experiences and teaches lessons to meet objectives by following the approved curriculum map provided by the District and the Utah Dual Language Immersion consortium, which follows the Utah State Core Curriculum.

Teaches assigned subjects exclusively using the Mandarin Chinese (simplified) language for the purpose of creating fluency in foreign language while teaching basic subjects in a dual immersion setting.

Facilitates active learning experiences fluently in Mandarin Chinese for the purpose of engaging learners at the optimum level. Immerses students in the Mandarin Chinese (simplified) language, literature, and culture while teaching assigned core subjects for the purpose of maximizing the language learning experience.

Develops and uses instructional materials suitable for verbal and/or visual instruction of students with wide range of mental, physical and emotional maturity.

Provides individual and group instruction designed to meet individual needs and motivate students.

Establishes and maintains standards of student control required to achieve effective participation in all activities.

Evaluates academic and social growth of students and keeps appropriate records.

Communicates with parents through a variety of means.

Holds parent conferences to discuss the individual student's progress and interpret the school program.

Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude, and learning problems.

Creates an effective environment for learning through functional and attractive displays such as bulletin boards, interest centers, etc.

Maintains professional competence through in-service education activities provided by the District and/or professional growth activities and university courses.

Participates cooperatively with the appropriate administrator to develop action plans and goals based on a completed evaluation summary.

Selects and requisitions instructional materials; maintains inventory records.

Cooperates in school-wide supervision of students during out of classroom activities.

Participates in faculty committees and the sponsorship of student activities.

Provides accurate attendance information in accordance with the procedure established by the school where the teacher is assigned.

Cooperates with the custodian(s) for the general housekeeping needs in the area(s) for which the teacher is assigned.

Teachers are expected to dress in good taste and be well groomed, befitting to members of a respected profession. Cleanliness of self and attire, neatness, and attractive grooming are stressed and expected. Teachers should always dress in a manner that professionally sets them apart from students. Exceptions to the dress limitations are teachers of P.E. may wear shorts of modest attire during classes or other school approved special events or activities.

## **SUPERVISORY RESPONSIBILITIES**

This job has no supervisory responsibilities unless otherwise specified by school principal.

**KNOWLEDGE, SKILLS, ABILITIES, AND QUALIFICATIONS** *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must demonstrate an acceptable level of maturity, good judgment, and emotional stability.*

Must be fluent in Mandarin Chinese (simplified) and English. Ability to read, write, and communicate effectively at a level required for successful job performance.

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Ability to apply common sense understanding to carry out essential duties of this position. Ability to carry out instructions furnished in written, oral, or diagram form. Ability to troubleshoot and solve problems involving concrete variables situations. Ability to define problems, collect data, establish facts, and draw valid conclusions.

## **EDUCATION and/or EXPERIENCE**

A minimum of a Bachelor's degree from four-year college or university is required.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

Must have or be eligible to obtain an active Utah Early Childhood Education or Elementary Education or Secondary Education License.

Must have or be eligible to obtain a World Language Endorsement for Chinese AND a Dual Immersion Endorsement with a highly qualified status.

**PHYSICAL DEMANDS** *The physical demands described here 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.*

While performing the duties of this job, the employee is regularly required to use hands to handle, or feel, and talk or hear. The employee frequently is required to stand, walk, and reach with hands and arms. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT** *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

Travel may be required between schools within Washington County School District.

Prepared By: <b>HR Position Management Specialist</b>			Date: <b>1/7/2014</b>
Approved By: <b>Executive Director, Human Resources</b>			Date: <b>1/7/2014</b>
<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: <b>HR Position Management Specialist</b>	Date: <b>10/28/2015</b>
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<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: <b>HR Position Management Specialist</b>	Date: <b>12/05/2016</b>
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<input type="checkbox"/> Review	<input checked="" type="checkbox"/> Revised	By: <b>Assistant Director, Human Resources</b>	Date: <b>2/20/2018</b>

**EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT:**

*By signing below, I acknowledge that I have received a district approved position description for my current position. I understand it is my responsibility to review the position description and direct any questions regarding the position description to my department supervisor or the Human Resources Department.*

Print Name:	Date:
Employee Signature:	