

# Accelerated English Academy (AEA) Teacher Job Description



<b>Job Title:</b>	Accelerated English Academy (AEA) Teacher	<b>Exemption Status:</b>	Exempt
<b>Reports to:</b>	Campus Principal	<b>Pay Grade:</b>	Teacher Scale
<b>Dept./School:</b>	Assigned Campus	<b>Calendar Days:</b>	187
<b>Contract:</b>	Probationary/Term	<b>Revised:</b>	9.24.2024

## Primary Purpose

The Accelerated English Academy (AEA) Teacher provides newcomer students with engaging learning activities and experiences in English Language Arts to help them reach their full potential—intellectually, emotionally, physically, and socially. Support students in developing the language skills and competencies they need to successfully navigate their first year in U.S. schools, with the goal of preparing them for the mainstream curriculum. Empower them to thrive confidently and productively in both school and society.

## Qualifications

### Education/Certification:

- Bachelor's degree from an accredited university
- Valid Texas teaching certificate with required endorsements or training for subject and level assigned
- Demonstrated competency in the core academic subject area assigned - ELA and ESL Certification

### Special Knowledge/Skills:

- Knowledge of core academic subject assigned
- Knowledge of curriculum and instruction
- Knowledge of methods of teaching English as a second language
- Ability to facilitate diverse activities using Accelerated Learning methodology
- Knowledge of language acquisition theories, culturally responsive teaching practices, and differentiated instruction
- Ability to demonstrate strong speaking skills through clear enunciation, modulation of voice and with varying intonation
- Ability to use technology effectively - computers, promethean boards, speakers

### Experience:

- Experience working with newcomer students preferred

## Major Responsibilities and Duties

### Instructional Strategies

1. Implement the Accelerated English Academy (AEA) curriculum using the Accelerated Learning model of second language acquisition
2. Accelerate students' English language proficiency in speaking, listening, reading, and writing, focusing on both academic and social language
3. Facilitate peer interaction through pair work and small group discussions to promote language practice in a supportive environment
4. Model the consistent use of clear, correct language through speaking and writing activities

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5. Plan and use appropriate instructional materials, activities, equipment and technology provided by the campus and Multilingual Services for the AEA program
6. Work cooperatively with other AEA teachers to determine instructional goals and to plan, rehearse, and analyze student work during curriculum-based professional learning meetings
7. Collaborate with and support general education teachers to scaffold content lessons and integrate language objectives, ensuring equitable access to the curriculum

### **Student Growth and Development**

8. Assess student achievement and second language acquisition progress through formative and summative assessments and respond appropriately with targeted support
9. Hold high academic and behavioral expectations for all students
10. Be a positive role model for students; be professional in appearance, in manner, and in attitude; and support the mission of the school district

### **Classroom Management and Organization**

11. Create a supportive, culturally responsive classroom environment that fosters academic achievement, personal growth, and positive relationships among students from diverse backgrounds
12. Cultivate an inclusive, high-expectation learning environment that promotes student success and achievement
13. Create a classroom setup conducive to the Accelerated Learning methodology and its varied activities: (circle activities, group work and whole group activities)
14. Utilize the appropriate facilitator guide, student books, and materials the AEA program requires
15. Manage student behavior in accordance with Student Code of Conduct and student handbook
16. Take all necessary and reasonable precautions to protect students, equipment, materials and facilities
17. Compile, maintain, and file all reports, records, and other documents required

### **Communication**

18. Serve as a liaison between students, families, and school staff to ensure a smooth integration into the school community, addressing any academic, social, or emotional needs
19. Be a passionate advocate for newcomer students, ensuring their voices are heard and their potential is fully realized
20. Establish and maintain a professional relationship and open communication with parents, students, colleagues and community members
21. Demonstrate consistent loyalty to district, school, colleagues, and profession, being highly positive and supportive in staff relationships

### **Professional Growth and Development**

22. Commit to initial training and ongoing professional development to enhance instructional impact
23. Dedicate time daily to planning and preparation

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- 24. Attend and participate in faculty and curriculum-based professional learning meetings and serve on staff committees as required
- 25. Actively pursue a long-range plan of professional growth; continually seeking self-improvement

### Other

- 26. Comply with state, district, and school regulations and policies for classroom teachers
- 27. Assume other duties as assigned by the principal and the Superintendent of Schools

### Supervisory Responsibilities

Direct the work of instructional aide(s)

### Evaluation

The Classroom Teacher's evaluation is a responsibility resting with the campus principal. An evaluation shall be completed in writing at least once during the course of each school year

### Work Environment

**Tools/Equipment Used:** Personal computer and peripherals, and other instructional equipment

**Posture:** Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

**Motion:** Frequent walking

**Lifting:** Regular light lifting and carrying (less than 15 pounds); may lift and move textbooks and classroom equipment

**Environment:** Work inside, may work outside; regular exposure to noise

**Mental Demands:** Maintain emotional control under stress; may work prolonged or irregular hours

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required