

**CLASS SPECIFICATIONS FOR THE
RESOURCE TEACHER, MULTILINGUAL EDUCATION**

DEFINITION

Under direction, to work with schools in collecting, translating, and assembling educational materials needed in multilingual education programs.

QUALIFICATIONS

The minimum requirements are a bachelor's degree and a valid California Elementary teaching credential. Preference will be given to those who have had training and experience in bilingual-bicultural programs.

The Multilingual Education Resource Teacher must be proficient in spoken and written English and in another language.

TYPICAL DUTIES AND RESPONSIBILITIES

- ___ 1. Assists in collecting data on students whose dominant language is other than English.
- ___ 2. Assists principals in organizing programs for students whose dominant language is other than English.
- ___ 3. Assists in the preparation of reports to state and federal agencies requesting information on multilingual programs.
- ___ 4. Recommends appropriate multilingual curriculum to elementary and secondary curriculum offices.
- ___ 5. Maintains a list of multilingual resource materials.
- ___ 6. Cooperates with the Staff Training Services Department in the development and implementation of inservice training programs.
- ___ 7. Translates correspondence and materials as required.

WORK SCHEDULE AND SALARY

The Multilingual Education Resource Teacher serves on the days schools are in session, and is placed on the teachers' salary schedule according to training and experience.