

## **ELL Teacher (2025-26 Academic Year)**

Status: Exempt, Full-Time

Calendar: Academic Year

### **Overall Objectives**

Following Yinghua Academy's mission, core values, and principles, you will create a nurturing and engaging learning environment for students. You'll design and deliver dynamic lessons that spark curiosity and foster a love of learning across a variety of subjects.

### **Principal Roles & Responsibilities**

#### **Academic Program**

- Maintains a safe and nurturing learning environment.
- Provide instruction of core curriculum with appropriate use of instructional resources for students whose English language skills range from beginner to advanced, in order to meet the Minnesota English Language Proficiency Standards.
- Design and implement lessons that use the WIDA English Language Development Standards Framework.
- Plan curriculum in collaboration with general education teachers to appropriately enhance and support content learning.
- Coordinate ACCESS testing.
- Conduct ongoing, formal, and informal assessment of student's ELL proficiency levels.
- Manage incoming and exiting ELL program students.
- Develop, implement, and evaluate best practices and instructional strategies for ELL students in collaboration with staff and school leadership. Ensure these practices and strategies align with district and state standards and are designed to achieve high academic achievement for ELL students.
- Attends grade-level academic events as scheduled.

#### **Curriculum and Research**

- Prepares and regularly submits curriculum pacing charts and lesson plans.
- Participates in all scheduled professional development.

#### **Classroom Management**

- Follows school-wide behavioral and safety guidelines and policies.
- Applies school and classroom rules consistently and effectively.
- Seeks guidance regularly from administration and Q-Comp lead teachers on behavior and classroom management techniques.

#### **Program Compliance**

- Maintains accurate student records and proper documentation.

- Prepares progress reports and completes all evaluations.
- Attends all required safety and health training.
- Follows all school policies and protocols.

## **Communication**

- Actively participates in grade/subject-level and staff meetings.
- Communicates with students the expectations for academic performance, classroom behavior, and self-management.
- Maintains effective communication with parents in a timely fashion.
- Conducts parent-teacher conferences as scheduled.
- Reads all school communication and responds to emails and phone calls in a timely manner.
- Knowledge about the linguistic and cultural differences which may affect ELL students and their parents.

## **Professional Conduct**

- Models and encourages all behavior outlined by the Board-approved Professional Conduct Policy.
- Maintains a professional image and a positive attitude.
- Completes responsibilities in a timely and accurate manner.
- Meets set objectives and goals and requires minimal supervision.
- Demonstrates a commitment to the organization.
- Takes pride in work and is committed to quality.
- Meets attendance and punctuality guidelines.

## **Qualifications**

- Bachelor's degree
- Holds a valid MN license for grade-level appropriate ELL teaching, or has the ability to obtain licensure through the Professional Educator Licensing & Standards Board.
- Use of technology as a language learning and instructional tool.

## **Employee Requirements**

Must meet all employment requirements including, but not limited to, criminal background checks and reference checks.

**Salary:** \$42k - \$60k; performance-based increases

**Benefits:** We offer a comprehensive benefits package for employees working a minimum of 30 hours per week. This includes health, dental, and vision insurance, Kavira (direct-to-employer healthcare), Flexible Spending Accounts for medical and dependent care, as well as life insurance, accidental death and dismemberment (AD&D) coverage, and long-term disability insurance.

**Start Date:** August 12, 2025

**To Apply:** Send Cover Letter, Resume, and [Application for Employment](mailto:HR@yinghuaacademy.org) to HR@yinghuaacademy.org

**Yinghua Academy is an Equal Opportunity Employer**