

## **Job Description for IRC Education Specialist:**

The IRC is looking for great people to join us in our work. IRC education specialists support agency operations throughout Illinois by providing professional learning and technical assistance to educators and administrators working with multilingual learners and culturally diverse communities. This is an opportunity to contribute to this worthy work, pursue your passion projects, and collaborate with fantastic colleagues in a flexible working environment.

### **Education Specialist Job Duties May Include:**

Promote and model an assets-based approach to education through a linguistically and culturally responsive lens

Develop, plan, and present professional learning opportunities via institutes, workshops, webinars, conference sessions (state and national), and other professional learning opportunities independently

Develop, plan, and present professional learning opportunities with other IRC education specialists via institutes, workshops, webinars, conference sessions (state and national), and other professional learning opportunities

Collaborate in a collegial and professional work environment by learning from, innovating with, and supporting colleagues

Lead, coach, and facilitate the work of technical assistance teams at a district and/or school level through the process of action planning and action plan implementation to improve multilingual learners' performance and program outcomes

Serve as a lead instructor/contact person for adjunct instructors for graduate level bilingual and/or ESL endorsement coursework

Synthesize, evaluate, apply, and disseminate new research and developments in the area of bilingual/ESL education and other fields related to the education of multilingual learners for appropriate stakeholders in the areas of professional learning and technical assistance

Work effectively with a variety of stakeholders: bilingual and ESL teachers, general and special education teachers, school psychologists, speech-language pathologists, social workers, site and district level administrators, paraprofessionals, parents, board members, and other education community leaders, from early childhood through grade 12

**Mandatory Job Qualifications:**

State teacher's license with an endorsement in either ESL or bilingual education or equivalent

Master's degree from an accredited institution with an emphasis or major course of study in education

Minimum of three-five years of classroom instructional experience that includes multilingual learners

Extensive experience and focused expertise in the area of ESL/bilingual education

Excellent communication skills

Ability to manage multiple projects simultaneously

Use technology to advance learning and communication

Ability to travel (occasionally overnight) in the Chicagoland area as well as downstate Illinois

**Desired Qualifications:**

Fluency in an additional language(s)

Two-three years of experience as an administrator in program management and instructional leadership

Advanced degree

Multiple endorsements

Noteworthy accomplishments in previous positions

Publications/professional writing

**To apply, email resume and cover letter to Lynn Osheff at [losheff@cntrmail.org](mailto:losheff@cntrmail.org).**