



Los Angeles Unified School District
Office of Transitional Programs
Division of Adult and Career Education
Los Angeles Technology Center
3721 W. Washington Blvd., Los Angeles, CA 90018
(323) 373-2300

Extended Deadline

Position Offered: ESL/FSI Instructor: Beginning Low – Intermediate Low (500151-53) **Los Angeles ES**

Days/Hours: Mon 8:15AM – 10:15AM / Tues 8:15AM-11:30AM / Wed & Thurs 8:15AM – 11:00AM (10hrs)

Planning Time: Monday 8:15AM – 10:15AM

Job Description: Provide instruction to adults in English as a Second Language.

Salary: The salary will be based on the current negotiated Teacher Hourly Rate.

Duties:

- Plan and deliver ESL lessons that are based on Family Success Initiative (FSI) course modules (including DACE-created Schoology materials) and aligned with DACE ESL course competencies.
- Communicate with K-12 school personnel to identify school/community needs and to coordinate classroom activities.
- Meet all deadlines related to attendance (DACE-SIS) and state-required assessments (CASAS, EL Civics COAAPs).
- Meet diverse learning needs and support FSI modules by utilizing multiple instructional strategies (e.g., guided student engagement with native speakers, parent/child interactive literacy activities, task-based service projects).
- Informally assess students at intake and throughout the term to support learning.
- Other related duties as assigned in accordance with the District-UTLA Bargaining Agreement

Preferred Qualifications:

- Recent experience teaching multi-level ESL
- Experience teaching CBET, Family Literacy, or Parent Education
- Knowledge of DACE course outlines and/or English language development
- Experience establishing clear lesson objectives and making course content accessible to students
- Ability to build and maintain a learning environment designed to motivate and retain students
- Strong interest in professional growth, including ongoing participation in professional development activities
- Strong computer skills for Technology-Incorporated Lessons in ESL

Minimum Qualifications: The minimum requirements must be met on or before the filing deadline.

- A valid California Teaching Credential with a designation to teach ESL subject courses

Application Procedures: To be considered, you must submit the following documents. Ensure your name is recorded on each of the documents.

1. Letter of Interest
2. Current resume with professional preparation (include employee number, if an LAUSD employee)
3. Provide the names and contact information of three professional references who have directly supervised your work performance.
 - One of the references must be your most recent supervisor.
 - If you are currently or were recently employed as a teacher, one of your references must be the school principal.
 - References must hold a supervisory position (e.g., principal, director, administrator, or manager). Do not list colleagues, peers, or students as references.

For each reference, include the following information:

- Name
 - Position Title
 - Employer/Organization
 - Telephone Number
 - Email Address
4. A printout from the California Commission on Teacher Credentialing website showing the designated

credential with the Authorization Description(s) indicating the required minimal qualification listed

You are advised that meeting the stated minimum requirements does not ensure an invitation to an interview.
For applicants invited to the next step of the selection process, please note that initial interviews may be facilitated via a virtual platform.

Application materials must be in pdf format and emailed to:

Rocelia Beard, Principal at rmr4757@lausd.net

Include the following in the email subject line: "Job Title, School, Applicant Name".

DEADLINE: December 10, 2025, 12 PM

MATERIALS SENT BY FAX, SCHOOL MAIL, OR U.S. MAIL WILL NOT BE ACCEPTED.