



**Los Angeles Unified School District**  
**Office of Transitional Programs**  
**Division of Adult and Career Education**  
**North Valley Occupational Center**  
11450 N. Sharp Avenue, Mission Hills, CA 91345  
(818) 256-1400

Panorama SH

**Position Offered:** ESL MULTI-Level/Using Computers for Engl. Lang. Class/ Using Computers and Internet / CBET (500154-55)

**Job Description:** Provide interactive language instruction in multi-level English as a Second Language classes that are designed for parents of LAUSD students and located on an LAUSD K-12 school site.

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

**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

**Required Qualifications:**

- A valid California Teaching Credential with a designation to teach ESL subject courses
- LAUSD Child Abuse Awareness Training Certificate

*All minimum requirements must be met on or before the filing deadline.*

*It is the applicant's responsibility to ensure that documentation of minimum requirements is on file with Human Resources.*

**Days/Hours:** Mon/Tues/Wed/Fri 11:15AM - 1:15PM & H 12:15PM – 2:15PM (10 hours per week)

**Planning time:** Friday 11:15AM – 1:15PM

**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. List of (3) references including the most recent supervisor (email and phone number)
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.

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

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Application materials must be in pdf format and emailed to  
**Jennifer Bedon, Principal** [jennifer.bedon@lausd.net](mailto:jennifer.bedon@lausd.net)

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

Please do not send hard copies of application materials.

**Must be RECEIVED by: September 3, 2025 by 12:00PM**

All application materials must be received by the filing deadline.

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