



Classification Summary

Positions in this class assist the teacher in the delivery of instructional material to hearing impaired students, interpret between the student and teacher, supervise children in activities outside the classroom, and perform clerical tasks involved in the preparation of instructional materials at the direction of the teacher or as developed by the incumbent.

Distinguishing Characteristics

Positions in this class are distinguished from other instructional assistant positions by the requirement to communicate effectively in sign language and the emphasis on adaptation of instructional materials and methods to the deaf who may also be physically, mentally or emotionally handicapped or have severe behavioral management problems.

Supervisory Relationships

The incumbents work under the general supervision of the administrator or other certified supervisor and under the direct supervision of a classroom teacher.

Examples of Duties

1. Confer with teacher and assist in preparation of lessons appropriate to level of instruction; review coverage and comprehension of subject matter and administer tests.
2. Instruct hearing impaired students in small groups on a variety of communication skills such as audition listening, speech or lip reading, and sign language in combinations appropriate to each students' level of skill; instruct students in areas such as vocabulary, word meanings, sign language, and syntax.
3. Tutor hearing impaired students on a one-to-one basis as necessary; assign extra work for quick learners and assist in remediation and completion of assignments by slow-learning students.
4. Instruct hearing impaired students in number skills from counting to more complex math skills.
5. Instruct hearing impaired students in social and play skills, self-help and survival skills; conduct a calendar group to develop a sense of time, age, seasons and weather.
6. Manage student behavior in the classroom, lunchroom, and on the playground; encourage hearing and deaf student interaction.
7. Prepare classroom materials from copy or develop original materials.

Required Knowledge, Skills and Abilities

1. Knowledge of instructional methods for the hearing impaired and of the special needs of the deaf.
2. Ability to work with or lead students in group or individual activities. Knowledge of basic instructional concepts.
3. Ability to sign and adapt signing to a variety of methods and styles; ability to adapt to different or conflicting versions of sign language in use in any given area.
4. Ability to interpret for the hearing impaired with a low level of comprehension. Ability to teach language concepts thorough a wide variety of methods.
5. Ability to manage the behavior of hearing impaired and handicapped students with a wide variety of physical problems and in a variety of settings.
6. Ability to prepare instructional materials including the use of current office technology and equipment (e.g., computer systems, fax, copiers, etc.) and production equipment (e.g., thermofax, punching and binding machine, laminator).

Minimum Qualifications for Class Entry

1. Training in sign language and non-verbal communication techniques. Ability to manage the behavior of students with special needs and difficult physical and behavioral problems.
2. Previous experience as an instructional assistant preferred.

Work Environment

Incumbents work in an elementary school setting with hearing impaired children aged three to seven many of whom have other physical, behavioral, emotional and social adaptation problems.