

JOB DESCRIPTION

TITLE HEARING IMPAIRED INTERPRETER

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/ Experience	Two years of study at an institution of higher education; or an Associate's degree (or higher); or demonstrate through a formal state or local academic assessment (<i>ParaPro Assessment</i>) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics, as appropriate and knowledge of, and the ability to assist in instructing reading readiness, writing readiness, and mathematics readiness, as appropriate. Understands the implications of hearing loss and its potential impact on a student's comprehension of English. Computer skills required (e.g., ability to use email).
Language Skills	Ability to read, and comprehend simple instructions, short correspondence and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to parents, students and other employees of the organization.
Mathematical Skills	Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumferences, and volume. Ability to apply concepts of basic algebra.
Certificate/License	Florida Educational Interpreting Evaluation (EIE) Levels I, II, III and IV preferred (when available).
Reasoning Ability	Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
Physical Demands	The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is required to sit, talk and hear. The employee is frequently required to stand and walk; use hands to finger, handle or feel; and reach with hands and arms. The employee must occasionally lift and/or move up to 75 pounds. Specific

vision abilities required by this job include close vision, distance vision and ability to adjust focus. The employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment by the District.

Work Environment The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

REPORTS TO Principal

GENERAL RESPONSIBILITIES

1. Facilitates communication among students who are deaf and hard of hearing and their hearing peers, the classroom teacher and other personnel within the general education environment.
2. Interprets the message faithfully, always conveying the content and spirit of the speaker using the language or mode that is understandable to the student who is deaf or hard of hearing.
3. Works under the direct supervision of a Highly Qualified Teacher. Works in close proximity to the teacher and has frequent contact with the teacher.

SPECIFIC RESPONSIBILITIES

1. Interprets for the student(s) during counseling sessions, evaluation situations, Individual Education Plan (IEP) conferences, and other approved school activities.
2. Interprets a message presented at a normal speaking rate.
3. Communicates non-verbally using body language, pantomime, facial expressions and gestures.
4. Meets with the classroom teacher on a regular basis to plan for the student tutorial or communication needs.
5. Provides tutoring services, for the students, under the supervision of the classroom teacher, as necessary, when it does not interfere with the task of interpreting.
6. Prepares for interpreting tasks by previewing materials (e.g., lesson plans, outlines, etc.).
7. Maintains required policies in regard to matters of confidentiality concerning personal information about students.
8. Strives to further knowledge/skills through participation in workshops, professional meetings, interaction with professional colleagues, & reading of current field literature.

9. Performs other duties as assigned.