

**TITLE: INTERPRETER/TUTOR FOR THE HEARING IMPAIRED**

**QUALIFICATIONS: Required**

1. Training and skill in interpreting\* and translating in sign language, and experience with American Sign Language (ASL). (\*Interpreting means the ability to convey messages between hearing and hearing impaired persons clearly and completely.) Signing and speech is to be used/conveyed simultaneously at all times.
2. Knowledge of correct English syntax-both signed and verbal.
3. Experience working with children with an understanding of related tolerance and stress levels.
4. Must be able to work well with a wide variety of adults and children.

**Desired**

1. Training and experience in small-step programming, data collection, record keeping and reinforcement strategies.
2. Training or experience in helping children with special needs.
3. Background in strategies related to speech production and language development.
4. Willingness to help staff and student in the understanding and use of ASL.

**REPORTS TO:** Special Education Teacher under the authority of the Building Principal and the Special Services Director

**SUPERVISED BY:** Building Principal and the Special Services Director

**JOB GOAL:** Interprets and translates for hearing impaired students in general and special education settings while working directly with teachers regarding all subject matter areas at any level.

**RESPONSIBILITIES:**

- 1.0 Assists in preparing appropriate instructional aids and materials.
- 2.0 Maintains confidentiality of information about hearing impaired students.
- 3.0 Assists with other students and staff regarding the use of sign language.
- 4.0 Participates in LEP team meetings.
- 5.0 Carry-over of assigned/established, language (spoken and signed) goals under supervision of appropriate personnel.
- 6.0 Assists hearing impaired student(s) build vocabulary, concepts and idiomatic expressions, providing appropriate correction procedures as needed, requiring clear signing at all times.
- 7.0 Interprets verbal and other activities in the classroom continuously.

8.0 Assists student(s) in operation, care and maintenance of special equipment.

9.0 Other duties as assigned.

10.0 TERMS OF EMPLOYMENT

10.1 This is an at-will position and can be terminated at any time, for any reason, by either the employee or the employer.

10.2 Salary, benefits, and work schedule arranged in accordance with Troy School District personnel policies.

10.3 Performance of this job will be evaluated in accordance with Troy School District personnel policies.

The Troy School District does not discriminate on the basis of sex, age, race, religion, color, national origin, disability, marital status, sexual orientation, physical characteristic, gender identity, cultural background, socioeconomic status, or geographic location in connection with employment. The Troy School District complies with the Americans with Disabilities Act (ADA) which prohibits discrimination against individuals with disabilities in recruitment, pre-employment screening, hiring, promotions, layoffs, termination, and any other term, condition, or privilege of employment.