

KERN COUNTY SUPERINTENDENT OF SCHOOLS
APPROVALED FEBRUARY 2012
RANGE: 43.0
CLASSIFIED
CODE: 5, 7

INSTRUCTIONAL AIDE V – INTERPRETER FOR THE DEAF

DEFINITION

Under general supervision, the Instructional Aide V – Interpreter for the Deaf will perform interpreting, translating, and tutorial services for students with severe hearing impairments in an academic setting;

instruct students using appropriate sign language communication;

assist instructional personnel in the conduct of intensified learning experiences;

perform routine clerical and supportive tasks for instructional personnel;

do other related work as required.

EXAMPLES OF DUTIES

Aid students by transliteration and interpreting a variety of instructional exercises, and by presenting various instructional materials designed to enhance the learning process;

transliteration of instructional directions to students and enhance communication between student and teachers;

interpret for individual and small groups of students to reinforce and follow up instructional concepts in an academic environment;

tutor/assist students with study activities in carrying out the various aspects of their individual educational plan, and instructional information;

report student progress toward the accomplishment of performance objectives;

assist in the shaping of appropriate social behaviors;

prepare and assist in the preparation of a variety of instructional materials and learning aids;

maintain a variety of records and files, which may include student records and information;

may operate or assist students in the operation of a variety of instructional media machines and specialized equipment for the deaf;

audit, participate, and support hearing impaired students mainstreamed classroom experiences and report student progress to special education instructional personnel;

may requisition, distribute, and maintain an appropriate inventory of textbooks, instructional materials, supplies, and equipment;

maintain data;

may administer routine first aid and request assistance for serious injury or illness;

perform a variety of routine clerical functions;

assist in administering criterion referenced and general achievement tests, and records the results.

QUALIFICATIONS

Knowledge of:

Basic concepts of child growth and development, and developmental behavior characteristics of the hearing impaired;

student behavior management strategies and techniques;

appropriate English usage, punctuation, spelling, and grammar;

sign language communication language appropriate to the assignment;

routine record management, storage, and retrieval systems;

and the use of SEE (Signing Exact English) for academic instruction, or ASL.

Ability to:

Demonstrate an understanding, patient, and receptive attitude toward hearing impaired students;

communicate effectively in oral and written form, and using an appropriate sign language communication language;

perform routine clerical tasks and operate a variety of educational and office related machines and equipment;

utilize a variety of appropriate instructional materials and procedures in the enhancement of a positive educational environment;

adequate hearing in order to transliterate in general education and/or for non-signing teachers;

effectively and efficiently tutor and instruct students in academic subject areas common to an elementary or secondary school setting;

understand and carry out oral and written directions;

understand deaf culture and promote cross-cultural communications;

establish and maintain cooperative working relationships;

stoop, bend, kneel, crawl, sit on floor, lift 50 pounds, and see and hear sufficiently to perform the duties listed.

Experience:

Two (2) years of paid or volunteer experience performing interpreting and translating functions for hearing impaired students utilizing ASL (American Sign Language) or SEE (Signing Exact English).

Education:

Equivalent to the completion of the twelfth grade, supplemented by training or coursework in sign language communication, instructional technology, and subject matter areas applicable to the education of the hearing impaired.

Proficiency in SEE (Signing Exact English) preferred.

Certificate Requirement:

Possess or secure within six (6) months of employment a certificate for first aid and CPR issued by the American Red Cross or equivalent.

Pass the educational Signing Skills Evaluation for Interpreter (ESSE-I) test at a level four or above or other equivalent state sanctioned test.

Conditions of employment:

A preplacement medical assessment/health screening, at office expense, is a condition of appointment after all other required job conditions have been met.

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position has a probationary period of six months or 130 days, whichever is longer.

TS: gs

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