

# STOCKTON UNIFIED SCHOOL DISTRICT

## SPECIAL EDUCATION ASSISTANT - HEARING IMPAIRED

### DEFINITION

Under general supervision, perform a variety of child care and par-professional instructional activities with hearing impaired students between the ages of 18 months and 22 years; assist in intensified learning experience by the use of signing skills; perform a variety of supportive activities for instructional personnel, and perform related duties as assigned.

### CHARACTERISTICS OF THE CLASSIFICATIONS

Special Education Assistant, Hearing Impaired, assigned to a self-contained classroom. Interpret, using sign language and written English, class lessons and discussions in a variety of academic subject areas such as math, English and social studies. Incumbents must be able to communicate effectively using sign language.

Special Education Interpreter Assistant, Hearing Impaired, assigned to a self-contained or integrated classroom. Interpret, using total communication skills, class lectures, lessons and discussions in a variety of academic subject areas such as math, English and social studies. Incumbents must be able to simultaneously translate, using sign language, complex class lectures, lessons and classroom discussions for extended periods of time.

**Please Note:** When advertising a vacant position, the District will state whether the position is a "One-on-One" (one student only), if the student is male or female and if toileting may be necessary. The one-on-one employee may be required to move from one school site to another school site based on the needs of the student.

### EXAMPLES OF DUTIES – Duties may include, but are not limited to, the following:

- Assist in instruction for hearing impaired students using total communication skills
- Work with students in a variety of settings such as self-contained classrooms, integrated classes, school related activities, meeting or individual conversation
- Interpret by signing and finger spelling all instruction and discussions for deaf students
- Assist students with daily assignments, remedial or makeup work
- Work with small groups of students using flash cards, drills and a variety of study aids and techniques to reinforce skills and learning
- Assist students in practicing language - oral, written, lip reading and signing
- May administer a variety of standardized for informal tests
- May score tests and participate in the evaluation of the students' progress and problems
- Assist students with toileting, changes diapers and clothes
- Correct worksheets, homework and daily assignments
- Record results or charts progress
- Design and prepare bulletin boards
- Display student work, charts, forms and teaching aids
- Participate in classroom discipline
- Consult with teacher regarding lesson plans and work schedules
- Attend staff meetings
- May prepare and type dittos, tests and a variety of instructional materials
- Operate a variety of audio-visual equipment such as projectors, tape recorders, or other learning machines
- File classroom materials and places information in student folders
- Organize work and assemble learning materials
- Record daily attendance and lunch count
- May participate in field trips
- Keep study area attractive and orderly
- May participate in parent meetings
- Maintain classroom routine and discipline for short periods of time when the teacher is not present

## QUALIFICATONS

### Knowledge of:

- Sign language to communicate effectively with hearing impaired students in a self-contained class or to interpret instructions in an integrated classroom
- Learning requirements peculiar to handicapped student.
- The educational implications of hearing loss
- Method and attitude required in assisting hearing impaired students with academic and non-academic activities
- English usage, punctuation, spelling and grammar
- Basic arithmetic concepts
- Principles, goals and objectives of the educational process and first aid

### Ability to:

- Read finger spelling and signs of deaf persons
- Exhibit manual dexterity to finger spell and sign
- Move to various classrooms
- Demonstrate an empathetic, patient and receptive attitude with students exhibiting specialized needs
- Communicate satisfactorily in oral and/or written form and serve as an appropriate model
- Follow oral and/or written instructions with a minimum of directions
- Give directions clearly
- Gain the confidence of handicapped students; encourage and assist them in therapy, classroom and recreational activities
- Deal appropriately with behavior exhibited by handicapped students
- Remain calm under stress
- Follow a schedule that may change from day to day
- Perform routine clerical tasks and operate office and educational machines and equipment
- Successfully supervise students, and use safe working conditions

### Education and Experience:

Education, training and experience equivalent to the completion of the twelfth (12) grade and at least one (1) year experience working with handicapped students, which must have included academic activities and completion of at least one (1) semester course work in special education or a related field.

### Test required:

Must pass a written basic skills test.

### Certificate required:

Must obtain District First Aid Course Certificate within the first six months of employment.

### Preference:

CPR Certificate and a valid American Red Cross First Aid Certificate.

### Salary Placement:

CSEA 318

Incremental Salary Schedule

209-work days

Board Approval: 08/23/83