

## MONTEREY COUNTY OFFICE OF EDUCATION

### **TEACHER, INFANT & ITINERANT PROGRAMS For Deaf and Hard of Hearing Students SPECIAL EDUCATION**

CLASSIFICATION:     Certificated  
SALARY LEVEL:        I - VIII

#### DEFINITION

Under direction, through individual and group instruction, assists pupils, birth through 22, years to fulfill their capacities for mental, physical, emotional and social growth; uses teaching techniques appropriate to stimulate their abilities and interests; uses specialized instructional procedures as necessary to meet the individual needs of deaf and hard of hearing pupils and their families, and is knowledgeable about hearing aids, cochlear implants, assistive listening devices, and auditory accommodations.

#### SUPERVISOR

Principal/Coordinator

#### QUALIFICATION REQUIREMENTS

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

#### ESSENTIAL DUTIES

##### **Early Start Caseload Duties:**

- Evaluates deaf and hard of hearing infants in the areas of cognition, psycho-motor development, communication, self-help and social/emotional development utilizing criterion referenced tests, norm referenced tests and developmental tests appropriate for infants' functioning level
- Makes referrals to appropriate specialists and agencies
- Plans and conducts regularly scheduled individualized lessons in the home or school site utilizing a variety of materials and teaching techniques
- Makes regularly-scheduled home visits for infants in home-based programs as determined by the IFSP
- Plans and facilitates classroom activities for center-based program
- Facilitates inclusion opportunities with community infant programs
- Demonstrates and models strategies for the development of listening skills and communication skills (spoken and/or manual) through play and interaction with the child and parent
- Conveys information about types, use, care and benefits of listening technology (eg. hearing aids, FM systems, and cochlear implants) to family members and staff involved with the child
- Participates physically with the infants in activities being taught
- Shares materials and plans with others
- Develops individualized Family Service Plan (IFSP) with families and participating agencies
- Collect and document ongoing data on child progress toward achieving outcomes and facilitate the accomplishment of the outcomes as stated in the IFSP
- Collaborates with other agency personnel to provide parent support, education and access to other community services
- Coordinates the duties and responsibilities of the Instructional Paraprofessionals and collaborates with other staff members
- Attends IFSP/IEP and Child Study Team meetings as required
- Functions as service coordinator and adheres to mandated timelines and responsibilities related to the IFSP/IEP process.
- Attends staff meetings as requested by the supervisor
- Uses proper spelling and grammar, oral and written
- Completes records accurately;

- Conducts all pupil-related procedures in compliance with State regulations and time lines and complies with Monterey County Office of Education Board Policies and Administrative Regulations

#### **Itinerant Caseload Duties:**

- Assesses the academic and auditory skill development of pupils, utilizing formal and informal measures as needed
- Develops an appropriate IEP with specific content that contains measurable goals and objectives based on assessment, knowledge of child development, basic principles of learning and learning continuums and educational standards
- Works collaboratively to educate general education staff through consultation, in-services and other assistance regarding the unique needs of students who are deaf and hard of hearing
- Conveys information about types, use, care and benefits of listening technology (eg. hearing aids, FM systems, and cochlear implants) to family members and staff involved with the child
- Instructs pupils directly in specialized skills which are not part of the regular curriculum, including but not limited to the use and maintenance of hearing aids, cochlear implants, and assistive listening technology, and the development of listening skills and communication skills which may include sign language and finger spelling instruction
- Provides and maintains necessary instructional materials and equipment which will allow the pupil to function in a classroom at the optimal level
- Develops and implements curriculum activities that correlate to the pupils' objectives
- Monitors learning and adjusts teaching strategies and activities accordingly
- Assists in determining eligibility and appropriate educational placement of the pupils
- Travels to various sites as needed
- Requests ancillary and support services by discussion with supervisor and/or written referral
- Prepares written pre-planned daily schedules of pupil lessons and activities
- Completes records accurately
- Shares materials and collaborates with others
- Attends meetings as required
- Conducts all pupil-related procedures in compliance with State regulations and time lines
- Attends staff meetings as called by the supervisor and complies with Monterey County Office of Education Board Policies and Administrative Regulations.

#### OTHER DUTIES

- Performs other job-related tasks as required.

#### PHYSICAL AND MENTAL CHARACTERISTICS

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to use sign language, write, use telephone, operate specialized equipment for the hearing impaired; vision sufficient to read printed materials; hearing sufficient to conduct in person and telephone conversations; speaking ability in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, in classrooms and to address groups; physical agility to push/pull, squat, twist, turn, bend, stoop and to reach overhead; physical mobility sufficient to move about the work environment (office, district, from school or home site-to-site), drive an automobile, and respond to emergency situations; physical strength sufficient to lift 45 pounds alone and more with a two-person lift; physical stamina sufficient to sit and stand for pro-longed periods of time; physical tolerance to be exposed to dust, pollen, specific agents/chemicals used for cleaning, cleansers, foul smells; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

#### REQUIRED QUALIFICATIONS

##### Education and Experience

- Bachelor's Degree from an accredited college or university

- A valid California Credential or equivalent to provide instruction to deaf and hard of hearing students from birth to 22 years communicatively disabled/deaf education
- Possess specialized techniques or skills pertinent to working with hard of hearing and deaf students, such as signing ability, knowledge of all areas of language development, speech and listening skill development, hearing aid function and analysis, use and maintenance of assistive listening devices, knowledge of general education curricula (preschool through high school) and normal infant development
- Experience working with children with hearing disabilities

Knowledge of

- First Aid
- Strong organizational and planning skills

Ability to:

- Use and understand American Sign Language (ASL), Signed English or SEE Signs (Signing Exact English)
- Possess an appropriate California operator's license **and the availability of an automobile with the state minimum insurance coverage.**
- Interact with and maintain cooperative relationships with all levels of staff and the public
- Communicate effectively in the English language both orally and in writing
- **Ability to make regular and frequent trips within Monterey County visiting school sites, attending meetings, making home visits, etc.**

DESIRABLE QUALIFICATIONS

- CPR Certification within six (6) months of employment
- Teaching experience in regular education and/or deaf education programs
- Experience working with infants and young children
- Ability to speak and write the Spanish language

Approved by MCOE/MCOETA  
May 27, 2010