

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

JOB DESCRIPTION

JOB TITLE: **EDUCATION ASSISTANT - SPECIALIZED
DEAF AND HARD OF HEARING**

JOB SUMMARY: Under the general direction of the Hearing Resource Teacher and the supervision of the District Principal of Learning Services, the Education Assistant – Specialized works with students with serious hearing impairments and assists district and classroom teachers with the delivery of programs and services. Supports may include academic assistance, accessibility, language and communication, life and social skills development, personal care, physical assistance, and positive behaviour support. This is a district itinerant position.

QUALIFICATIONS REQUIRED:

1. Successful completion of a one-year Education Assistant Program certificate from a recognized accredited institute.
2. If not included within the one-year certificate, successful completion of a current autism course of no less than 25 hours.
3. Minimum of 180 hours of supervised practicum by an accredited institute in a school setting.
4. A minimum of six months working with children with special needs or students who are deaf or hard of hearing (DHH).

Additional education and training specific to the specialized position from a recognized institution to gain knowledge and understanding of child development, language development of the deaf and hard of hearing, behaviour disorders, learning and physical disabilities, syndromes and disorders that affect the learning of DHH students.

5.
 - a) Supporting students who are DHH 4-week course (Provincial Outreach Program DHH).
 - b) Introduction to Deafhood (INTR 1101 Douglas College).
 - c) Basic knowledge of FM equipment, hearing aids, cochlear implants and other technology used with DHH students.
 - d) An understanding of the development and implementation of replacement and adapted curriculum including knowledge of notetaking which shows an understanding of the sentence structure and vocabulary level of the DHH student.
 - e) If applicable, successful completion of Typewell Certification, or willing to take the training.
 - f) If applicable, effective communication skills in, and the ability to demonstrate knowledge of the difference between, Manually Coded English, American Sign Language (UBC and UVIC) and sign-assisted speech. A demonstrated ability to sign at a level commensurate with the subject and grade level of the student. This ability may be evaluated by a qualified professional.
6. Drivers Licence.

MUST HAVE THE ABILITY TO:

1. Communicate effectively, orally, and in writing in the language of the program track (English or French) and ability to interpret same in the student's language of communication.
2. Support students in an inclusive setting.
3. Serve as a role model for students.
4. Be calm, empathetic, and compassionate towards students.
5. Solve problems related to the position.
6. Work with disagreeable and/or hostile conditions from time to time.
7. Be able to assist teachers in adapting and/or modifying the academic programs of students.
8. Be flexible and adaptable to student needs.
9. Be motivated and work interdependently.
10. Perform the physical requirements of the job.

RESPONSIBILITIES AND DUTIES:

1. Participates in the implementation of supports outlined in the student's Inclusive Education Plan (IEP).
2. Facilitates the inclusion of the deaf or hard of hearing student in the regular classroom, school environment, and community.
3. Facilitates communication in educational situations such as classroom instructions, student-to-student dialogue, counselling sessions, tutorials, assemblies, parent/student meetings, field trips, and any other situations as required.
4. Provides language support and extensions for students who are deaf and/or hard of hearing to promote both receptive and expressive language skills and vocabulary reinforcement to support academic concepts.
5. Addresses differences in auditory, perceptual, visual, and memory abilities through augmentative communication by using a variety of communication and access tools. This may include using a computer and various applications, scanner, FM equipment, troubleshooting hearing aid and/or cochlear implant functioning, and other augmentative communication devices as required by the student.
6. Provides communication opportunities and support in and out of the classroom, adjusting to the educational and communicational levels required by the students.
7. Where sign language is the primary language used by the student, scribing expressive and receptive language skills to written and spoken English and vice versa.
8. Assists students with effective strategies for personal, social, and intellectual competencies.
9. Assists in the planning and acquisition of life and social skills aimed at the reinforcement of positive behaviours through work and recreational experiences.
10. Prepares, in collaboration with the classroom teacher(s) and the hearing resource teacher, as necessary for supporting the student by reviewing educational materials, vocabulary, concepts, sentence structure and plans for a variety of situations (i.e., non-closed-captioned videos, field trips, school assembly presentations).

11. Supervises assigned students with specific support needs in and out of the classroom and in the community, such as activities in school gymnasiums, swimming, laboratories, libraries, electives classes, and on field trips
12. Provides input to the IEP and student progress reports and performs record keeping functions including student learning and behavior data collection.
13. Provides personal care assistance, such as toileting, feeding, diapering, and dressing; provides physical assistance, such as wheelchair manoeuvring, positioning, lifting, transferring and motor skill development exercises. (Training provided)
14. Implements the health care plan for students with chronic health conditions, such as administering medication, catheterization, monitoring seizure activity and gastro tube or other complex feeding. (Training provided)
15. Implements educational support programs such as speech therapy, physical and/or occupational therapy, and assists students using specialized equipment such as speech computer programs, personal communicators, and wheelchairs.
16. Provides first alert and appropriate action for accidents and other potentially serious and/or dangerous situations.
17. Attends meetings and accompanies students on field trips as requested.
18. Keeps current by participating in job-related training and staff development.
19. Communicates positively and effectively and interacts as a collaborative and consultative team member.
20. Understands and acts in accordance with school and district policies and procedures, district health & safety manual and WorkSafeBC regulations.
21. Maintain confidentiality.
22. Performs other job-related duties.