

SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)

JOB DESCRIPTION

JOB TITLE: **EDUCATION ASSISTANT – SPECIALIZED
INTERVENOR**

JOB SUMMARY: Under the general direction of the Hearing Resource Teacher and the Vision Resource Teacher, and the supervision of the District Principal of Learning Services, the Education Assistant specializes in working with students with deaf-blindness. Assists district and classroom teachers with the delivery of programs and services. Supports may include academic assistance, life and social skills development, orientation and mobility, personal care, physical assistance, and positive behaviour support. This is a district itinerant position.

QUALIFICATIONS REQUIRED:

1. Education Assistant
2. Successful completion of a recognized Intervenor or Interpreter Program from a recognized institution, such as George Brown College, Toronto or Douglas College, Vancouver.
3. If not included within the one-year certificate, successful completion of a current autism course of no less than 25 hours.
4. Minimum of 180 hours of supervised practicum by an accredited institute in a school setting.
5. Additional education and training specific to the specialized position from a recognized institution.
 - a) Completion of both “Introduction to Deaf-Blindness” and “Introduction to Intervention” courses (offered by the Provincial Outreach Program for Students with Deaf-Blindness) or equivalent.
 - b) Vista Basic Level IV certification plus the ability to use co-signing and/or tactile signing or demonstrated proficiency in American Sign Language, including the ability to adjust to the signing, educational and communication levels required.
 - c) Certificate or demonstrated proficiency in Unified English Braille or willingness to take the training.
 - d) Certificate or demonstrated proficiency in the use of adaptive technology (i.e., Braille notetakers, Duxbury, Open Book, Braille display, etc.)
 - e) Willingness to acquire Nemeth skills and certification.
 - f) Demonstrated proficiency in the use of computers and assistive technology for students who are visually impaired or blind.
 - g) Knowledge of Orientation and Mobility techniques for the visually impaired.
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. To use co-signing, tactile signing, and knowledge of the Two-Handed manual.
3. Support students in an inclusive setting.
4. Serve as a role model for students.
5. Be calm, empathetic, and compassionate towards students.
6. Solve problems related to the position.
7. Work with disagreeable and/or hostile conditions from time to time.
8. Be able to assist teachers in adapting and/or modifying the academic programs of students.
9. Be flexible and adaptable to student needs.
10. Be motivated and work interdependently.
11. 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 deafblind students 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 deafblind to promote both receptive and expressive language skills and vocabulary reinforcement to support academic concepts.
5. Addresses the differences in auditory, visual, perceptual, and memory abilities through augmentative communication by using a variety of communication and accessibility tools. This may include using a computer and various applications, scanner, FM equipment, 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 student.
7. Where tactile 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 both resource teachers, as necessary for supporting the student by reviewing educational materials, vocabulary, concepts, sentence structure, and plan for a variety of situations (i.e., field trips and 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 practice in orientation and mobility opportunities.
13. Provides input to the IEP and student progress reports and performs record keeping functions including student learning and behavior data collection.
14. 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)
15. 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)
16. 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.
17. Provides first alert and appropriate action for accidents and other potentially serious and/or dangerous situations.
18. Attends meetings and accompanies students on field trips as requested.
19. Keeps current by participating in job-related training and staff development.
20. Communicates positively and effectively and interacts as a collaborative and consultative team member.
21. Understands and acts in accordance with school and district policies and procedures, district health & safety manual and WorkSafeBC regulations.
22. Maintains confidentiality.
23. Performs other job-related duties.