

SAN MATEO COUNTY OFFICE OF EDUCATION TEACHER, DEAF AND HARD OF HEARING

JOB SUMMARY

Under the direction of an assigned administrator, provide instruction to students identified as deaf and hard of hearing, ages birth through 22 years; design and provide an educational program that addresses academic, communication, social and emotional needs; assess, monitor and report on student eligibility and progress; work collaboratively with parents, staff and agencies to address educational needs of students and perform related duties as assigned.

QUALIFICATIONS

Licenses & Other Requirements:

- Valid Teaching Credential to serve students identified as deaf /hard of hearing, ages birth through 22 years

DUTIES AND RESPONSIBILITIES:

- Design and provide individualized instruction and accommodations/modifications for the purpose of addressing students' communication, academic and social needs as determined by assessment results;
- Participate on the IEP / IFSP team to design individual educational programs for special education students who require deaf and hard of hearing services; conduct on-going reviews of the IEP / IFSP and monitor progress;
- Assess students using formal and informal assessments for the purpose of identifying eligibility and educational needs including communication, curricular, social and equipment needs; monitor, evaluate and report on the progress of students;
- Confer with parents and professional staff for the purpose of addressing needs and/or concerns related to the education of the student;
- Provide information and resources to students and their parents for the purpose of addressing needs related to the hearing impairment;
- Establish and maintain a cooperative working relationship with partner school districts and community agencies for the purpose of facilitating the educational program for students, including student transitions;
- Serve as a resource to general and special education teachers, educational audiologists and other related services professional, and paraeducators; provide formal and informal training, guidance and consultative assistance to educators, parents, service providers and agencies, as needed;
- Maintain equipment and materials required for deaf and hard of hearing students for the purpose of accessing current curriculum including ordering, inventorying, storing, and issuing equipment and materials;
- Maintain accurate attendance records, student registers, service schedules, assessment data, and other required information;
- Maintain a current and accurate schedule / calendar, and share with direct supervisor
- Establish and maintain a sanitary, safe, orderly, attractive and positive learning environment;
- Maintain strict student and parent confidentiality;
- Stay current with educational methodology, technology, issues, laws and regulations, best practice instructional techniques regarding deaf and hard of hearing services, special education, educational trends, and other issues related to children with exceptional needs;
- Perform other related duties, as assigned.

KNOWLEDGE/SKILLS/ABILITIES:

KNOWLEDGE OF:

- child growth, development and behavioral characteristics
- developmentally appropriate instruction, assessment, accommodations and modifications for students identified as deaf / hard of hearing
- educational evaluation and assessment techniques
- evidenced based instructional methods and activities for students identified as deaf / hard of hearing
- IEP and IFSP processes
- positive discipline and classroom management techniques
- applicable policies, guidelines, rules, regulations, laws and codes
- knowledge of California State Special Education Task Force Report

SKILLS/ABILITIES TO:

- prepare concise, user friendly educational reports
- instruct and assess students
- design and implement IEP's and IFSP's
- identify appropriate instructional materials and equipment
- counsel/confer/collaborate with students, parents, professionals and agencies
- provide training, guidance and assistance to parents, professionals and agencies
- train, evaluate and oversee the work of assigned personnel
- communicate effectively orally and in writing
- meet deadlines and complete assessments in a timely manner
- maintain confidentiality
- exercise good judgment and initiative to resolve problems in a timely manner
- work effectively in a team environment with students, parents, staff members and managers

December, 2018