





Problems and concerns of students with special needs.  
Operation of standard office and classroom equipment including a computer and assigned software.  
Oral and written communication skills.  
Interpersonal skills using tact, patience and ~~easy~~.  
Correct English usage, grammar, spelling, punctuation and vocabulary.  
Recordkeeping and filing techniques.

ABILITY TO:

Assist with instruction and related activities in a classroom or assigned learning environment.  
Perform translating, tutoring and interpreting services for mainstreamed deaf and ~~hard~~ hearing students.  
Reinforce instruction to individual or small groups of deaf and hard of hearing students as directed by the teacher.  
Interpret for students using sign language, miming and ~~nonverbal~~ communications.  
Understand and relate to deaf and hard of hearing students.  
Perform a variety of clerical duties including typing, filing and duplicating materials.  
Establish and maintain cooperative and effective working relationships with others.  
Communicate effectively both orally and in writing.  
Monitor, observe and report student behavior and progress according to approved policies and procedures.  
Understand and follow oral and written instructions.  
Operate standard office and classroom equipment including a computer and assigned software.  
Observe health and safety regulations.  
Maintain various records and files.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school supplemented by ~~college~~ course work in sign language and two years experience as an interpreter for the deaf or hard of hearing

WORKING CONDITIONS:

ENVIRONMENT:

Classroom and outdoor work environment.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to sign for students.  
Sitting or standing for extended periods of time.  
Bending at the waist, kneeling or crouching to assist students.  
Seeing to read a variety of materials and interpret the sign language of others.  
Hearing and speaking to exchange information.  
Reaching overhead, above the shoulders and horizontally.