

ROSSVILLE CONSOLIDATED SCHOOL DISTRICT  
JOB DESCRIPTION

Job Title: Classified – Instructional Assistant – American Sign Language (ASL) Interpreter  
Reports To: Building Principal  
Approved By: Board of Education Approval Date: June 9, 2020

A. Qualifications:

- Fluency in child's language/communication mode such as American Sign Language (ASL), Total Communication, etc. with flexibility in using signing skills to support the child's needs.
- Experience working with children
- Knowledgeable of behavior management, inclusion
- Ability to adapt information, language and curriculum to the individual learning style
- Ability to work as a collaborative team member
- Creative, energetic, flexible and patient

B. Essential Functions:

- Under general supervision, facilitates communication between hearing and deaf or hard of hearing individuals in an educational setting; performs related duties as required.
- Interprets for the deaf and hard of hearing students in all classrooms and other settings during school hours. Reinforces classroom information for deaf and hard of hearing students in a variety of academic subjects.
- Interprets for students and staff at assemblies and on field trips to allow access to educational content.
- Works one-on-one with the student to support the development of language, communication, and academic skills. The ASL encourages peer interaction and appropriate communication with adults and peers.
- Interprets at disciplinary conferences between administrators and deaf and hard of hearing students, parents, or staff.
- Interprets at parent/teacher conferences and Individual Education Plan meetings in which one of the participants is deaf or hard of hearing.
- Promotes language advocacy for the deaf and hard of hearing to ensure that their interpreting needs are met.
- Interprets videotapes, television transmissions, and films for deaf and hard of hearing students when closed captioning is not available.
- Exhibits professional behavior at all times including punctuality and preparedness for work, respectful and collaborative interaction with colleagues
- Reviews and becomes familiar with the subject matter which is covered in the class that the deaf and hard of hearing student attends; learns specialized signs based on curriculum content.
- The ASL possesses a certificate of completion from an accredited Sign Language Interpreter training program. Possesses and complies with all requirements for Educational Interpreters in the state of Indiana.