CLASS TITLE: **ASSISTANT TO THE DEAF AND HARD OF HEARING I**

DEFINITION: Under general supervision and evaluation by the site administrator, performs work of moderate difficulty providing specialized instructional support services in general or special education setting with deaf and hard of hearing (DHH) students; and performs other related duties as required.

EXAMPLES OF DUTIES:

- Assist teacher in the classroom by providing instruction in the communication mode used by the DHH students
- Assist DHH students in learning of use of special equipment in instructional media
- Assist DHH students with personal needs (i.e. lunch boxes, tying shoes, putting on coat)
- Maintain and prepare records
- Perform clerical duties related to special education programs
- May assist DHH staff with telephone calls

DESIRABLE QUALIFICATIONS:

Training and Experience: Any combination of training and experience equivalent to two years' experience of college level coursework in a field related to the particular work assignment.

Knowledge of:

- The appropriate subject matter, program and special instructional or communication procedures
- Correct English usage, spelling, grammar, punctuation and mathematics
- General classroom procedures, practices and equipment
- Diverse academic, socioeconomic, cultural and ethnic backgrounds of students with special needs

Skill in:

- Communicating clearly, orally with sign and in writing
- Establishing and maintaining cooperative working relationships with school staff, students and parents
- Reading, writing and mathematics

Ability to:

- Sign and fingerspell
- Apply special instructional or communication procedures
- Follow oral signed and written directions

Licenses:

A valid California Driver's License may be required.

Certificates and Other Requirements:

Ability to meet proficiency requirements as set forth in applicable state and federal laws and District Annual Notices (i.e. Mandated Reporting, Blood Borne Pathogen). Certification in First Aid and CPR required every 2 years.

Environment:

School-based settings or other District designated environment working with students in a diversified special education classroom environment.

Physical Abilities:

Sufficient vision to monitor students during activities and to read instructional materials; hearing and speaking to exchange information and provide assistance to students and staff; frequently walking, reaching, holding with arms, bending at the waist, crouching and/or squatting to assist students; dexterity of hands and fingers to assist students and to operate specialized equipment or office equipment; pushing wheelchairs; lifting and/or manipulating objects or persons, and/or use of motion up to 25 lbs. or equivalent with or without assistance by another individual and/or with or without the assistance of devices designed to support the lifting effort.

Other Qualifications:

Must successfully pass the District's pre-employment fingerprinting and TB testing.

CSEA, Salary Range 416
MT. DIABLO UNIFIED SCHOOL DISTRICT (11/81) Board Approved: 3/9/04
Board Revision: 6/22/15