

## **TITLE: INTERPRETER/TUTOR FOR THE HEARING IMPAIRED**

### **QUALIFICATIONS**

1. Qualification as an educational interpreter as required by Section 33-515, Idaho Code
2. Completion of an accredited interpreter training program or equivalent mandatory
3. Post-secondary education in a field such as deaf education preferred
4. Certification by Registry of Interpreters for the Deaf preferred
5. Must be skilled in American Sign Language and appropriate forms of manually coded English
6. Experience as a sign language interpreter preferred
7. Works well with students, staff, and the public
8. Excellent organizational skills
9. Excellent interpersonal and communication skills
10. Maintain confidentiality of staff and students
11. Such alternatives to the above qualifications as the Board may find appropriate and acceptable
12. Growth mindset
13. Effective use of de-escalation skills when working with frustrated parents, students, or staff
14. Adept at building capacity and empowering self-efficacy in others
15. Model integrity, authenticity, transparency, responsible leadership, ethical supervision and the highest standard of professionalism.

**REPORTS TO:** Classroom Teacher and Building Principal

### **JOB SUMMARY**

To teach academic skills to hearing impaired children and to help them communicate with their classroom teacher. To facilitate communication between students who use sign language due to hearing loss and students and teachers who do not, as well as to serve as a member of the educational team of that student.

### **MAJOR DUTIES AND RESPONSIBILITIES**

#### Providing Direct Student Assistance

1. Interpret oral communication into sign language and signed communication into spoken English
2. Convey the content of the message clearly and accurately according to the receptive language level of the student
3. Utilize assessment procedures which are necessary for accurate diagnosis and educational planning
4. Provide direct academic instruction to hearing impaired students
5. Assist in communication throughout the school day in a variety of settings, which may include recess, lunch, peer interactions, emergency drills, as stated in the Individualized Education Plan (IEP)
6. Tutor students and make adaptations under the supervision of licensed educators and teach students to work with an interpreter in a regular classroom setting
7. Teach hearing impaired students to function independently with their hearing peers

Other

1. Report student related concerns to the appropriate educational personnel
2. Prepare for interpreting assignments, including the vocabulary and content knowledge of the subject matter
3. Participate as a member of the IEP team
4. Adhere to the federal and state law, administrative rules, and Board policy pertaining to confidentiality
5. Work collaboratively with the student's educational team
6. Maintain regular contact with parents of students in the program
7. Maintain files and records for students who are assigned to the program
8. Provide support and consultation to classroom teachers who are working with hearing impaired students
9. Complete required training in interpreting or transliterating every five years
10. Assume responsibility for his or her continuing professional growth and development by such other efforts as attendance at professional meetings, membership in professional organizations, enrollment in advanced courses, and by reading professional journals and other publications
11. Adhere to The Code of Ethics of the Idaho Teaching Profession adopted by the Professional Standards Commission and the State Board of Education
12. Seek assistance should emergencies arise
13. Represent the school district in a positive manner
14. Know and follow school district policy and chain of command
15. Perform other duties as assigned

**EVALUATION**

Performance of this position will be evaluated annually by the Classroom Teacher and Building Principal in conformance with district policy and IDAPA 08.02.02.120.

**TERMS OF EMPLOYMENT**

By contract as determined by the Board of Trustees in accordance with federal and state law, administrative rules, and Board policy.

*NOTE*

*All certificated and classified employees and other individuals are required to undergo a criminal history check and submit to fingerprinting. Any applicant convicted of any of the felony crimes enumerated in Section 33-1208, Idaho Code may not be hired, and any applicant convicted of any felony offense listed in Section 33-1208(2), Idaho Code shall not be hired.*

Legal Reference:	I.C. § 33-512	Governance of Schools
	I.C. § 33-513	Professional Personnel
	I.C. § 33-515	Issuance of Renewable Contracts
	I.C. § 33-1210	Information on Past Job Performance
	I.C. § 33-1304	Qualification of Educational Interpreters
	IDAPA 08.02.02.12	Local District Evaluation Policy—Teacher and Pupil Personnel Certificate Holders