

SUMMARY

Under the general direction of the Principal or designate, the Education Assistant - Visual Language Interpreter will provide interpreting for deaf and hard of hearing students, classmates and educational staff in order to support students in their school activities and their Individual Education Plans.

DUTIES

1. Accurately interpret information from spoken English to American Sign Language/English Sign Language/Sign Assisted Speech and American Sign Language/English Sign Language to spoken English delivering the intent, meaning and register of the speaker at a level that is commensurate with the grade level of the student as required.

Facilitate communication between deaf, hard of hearing and hearing students and staff by providing interpreting services in and out of the classroom, adjusting to the signing, educational, and communication levels required.

Interpret in educational situations such as classroom instruction, student-to-student dialogue, counselling sessions, tutorials, assemblies, parent/student meetings, field trips, and any other situations requiring communication.

Prepare, as necessary, for interpreting in an educational setting by reviewing educational material, vocabulary, concepts, sentence structure and plan, as necessary for a variety of situations (e.g. non-closed captioned videos, field trips, school assembly presentations). Assists professional staff to adapt/modify curriculum and resource material and adapts strategies to accommodate individual learner needs/styles.

Participate in educational team meetings, including the development and review of progress on the Individual Education Plan, providing insight on the success of communication strategies with an appreciation of the confidential nature of all information relating to students, parents and staff.

Abide by the Association of Visual Language Interpreters (AVLIC) Code of Ethics using judgment and discretion.

Provides assistance with general supervision of students in small groups, individually or in the temporary absence of the professional staff.

Assists in the teaching function by marking assignments, directs, monitors and records group or individual activity and progress.

Prepares the classroom by gathering resource materials, preparing materials and operating ATE equipment and provides general classroom assistance.

Maintains files and records.

May on occasion be required to perform other related duties as assigned.

QUALIFICATIONS

- High school graduation or the equivalent.
- Completion of a recognized interpreter training program (I.T.P.) plus one year related interpreting experience, including a certification from AVLIC or Registry of Interpreters of the Deaf (RID) or an equivalent combination of training and experience.
- Membership in AVLI (Association of Visual Language Interpreters) is an asset.
- Demonstrated fluency and ability to interpret in American Sign Language/English Sign Language including the ability to adjust to the signing, educational, and communication levels that are consistent with the grade level of the student as required school district professional(s),
- Excellent leadership, interpersonal and communication skills.
- Demonstrated ability to establish and maintain respect for and from students.
- Ability to keep accurate records.
- Ability to maintain the confidentiality of sensitive information seen or heard.