

Jordan School District  
**LICENSED JOB DESCRIPTION**

Job Title: <b>Teacher of the Hearing Impaired (400)</b>	Lane Placement: <u>Schedule C</u>
Department / Location: <u>School</u>	FLSA Classification: <u>Exempt</u>
Supervisor's Title: <u>Principal</u>	Contract: <u>184 Days</u>
Special Education Approval: <u><i>Lisa Robinson</i></u>	Date: <u>6/1/17</u>
Department Approval: <u><i>Laura J. Johnson</i></u>	Date: <u>6/1/17</u>
ADA Review: <u><i>Junele Master</i></u>	Date: <u>6-7-17</u>
Human Resource Approval: <u><i>Burke</i></u>	Date: <u>6-2-17</u>
Superintendent Approval: <u><i>Alfano</i></u>	Date: <u>6/12/17</u>
Original date: <u>01/80</u>	Revised: <u>08/05</u> Revised: <u>05/17</u> Revised: <u></u>

**GENERAL FUNCTION**

The **Teacher of the Hearing Impaired** is responsible for providing special education or related services to students who are classified as Hearing Impaired under the Individuals with Disabilities Act (IDEA). All services are delivered in the student's school of enrollment. The incumbent also functions as support personnel to school staff in developing appropriate educational programs for students with hearing impairments as mandated by state and federal regulations.

The incumbent is responsible to follow all policies and guidelines as detailed by District policy.

**ESSENTIAL FUNCTIONS**

- Function as a member of the resource team, attending team meetings, Individual Education Plan IEP meetings, faculty meetings and other meetings as required.
- Provide services in multiple schools daily which requires travel using own transportation.
- Understand, implement and maintain compliance with all policies and procedures required under the IDEA.
- Provide team with information (i.e. diagnosis, screening, testing, observation, etc.) on students referred for hearing concerns. Assist school team in making eligibility determinations for special education and related services (initial evaluations and 3-year re-evaluations).
- Participate and assist with the development and implementation of annual IEPs/IFSP; administer appropriate tests to assess student needs and progress and provide recommendations for the IEP/IFSP team; collaborate with other professional staff members in identifying student strengths and needs in all areas of education performance (i.e., hearing, vision, academic, health, emotional, social-behavioral, etc).
- Interpret and explain educational implications of all medical hearing reports for school personnel.
- Function as a District contact for outside agencies/programs and assist with service recommendations for students transferring to Jordan District from other programs (e.g. USDB, etc.).
- Provide feedback directly to appropriate team members concerning student progress, testing needs, parent contacts, special service needs, scheduling special services, etc.
- Collect and utilize data to evaluate student progress and inform instruction; provide team with feedback for use in parent-teacher conferences and annual IEP meetings.
- Provide instruction to eligible students in English and American Sign Language, oral communication and technology use.
- Recommend environmental and instructional modifications to teachers and school teams; provide instructional materials for eligible students in adaptive formats that facilitate learning and promote independence.

- Develop daily lesson plans for students and maintain current progress monitoring records, student services notes and parent contact logs.
- Translate lesson plans into learning experiences that best utilize the available time for instruction.
- Communicate with parents through conferences, telephone calls, e-mails, student planners, and other means to provide feedback and information regarding the student's progress; schedule and/or attend parent-teacher conference, when appropriate.
- Required to travel to District schools or other locations using own transportation.
- Maintain records and required information in a secure location. Maintain confidentiality of all student information.
- Provide professional development as requested by building principals and supervisors.
- Stay current regarding the use of technology and other assistive technology devices that may be needed for students with hearing impairments.
- Participate in appropriate educator evaluation procedures as per State and District guidelines in accordance with DP311-Evaluation of Licensed Personnel.
- Maintain professional competence through in-service education activities required by the District and State, as well as self-selected professional growth activities.
- Demonstrate professional ethics as outlined by the Utah Professional Practices Advisory Commission. Represent the District in a professional, ethical and positive manner.
- Attend and participate in faculty/department meetings as required.
- Participate in a reasonable number of faculty committees as requested.
- Follow District procurement guidelines with administrative approval.
- Create a clean and organized environment that is conducive to student learning.
- Is responsible for understanding and adhering to all District policies and complete the annual crucial policy review.
- Adhere to contract time.
- Other duties and responsibilities as assigned by the principal/administrator.

- This description should not be construed to contain every function/responsibility that may be required to be performed by an incumbent assigned to this position.
- Incumbent is required to perform other related functions as assigned. Other related functions can be performed for no more than 20% of an employee's normal workweek (i.e. eight (8) hours per week, or thirty-two (32) hours per month).

### **QUALIFICATION REQUIREMENTS**

- Requires compliance with USBE state license requirements which includes a Hearing Impaired endorsement.
- Requires a Bachelor's Degree from an accredited college or university.
- Requires a valid driver's license that allows incumbent to legally operate a motor vehicle in Utah. Must be able to provide own transportation, as position requires travel from school to school.
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- Requires the ability to use all equipment, technology and/or other specialized devices needed by students with hearing impairments.
- Requires strong oral and written communication skills with students, parents, and staff.
- Requires strong computer and educational technology skills.
- Requires effective problem solving, organizational, multi-tasking, and time management skills.
- Requires the ability to implement effective teaching strategies.
- Requires the ability to establish and maintain a positive learning environment.
- Requires the ability to calmly handle classroom management issues.
- Requires the ability to establish and maintain effective working relationships with students, parents, school staff, District staff, and patrons.
- Requires the ability to work as a member of a team as well as the ability to work independently.
- Knowledge of State Core Curriculum and Board of Education adopted guidelines.

- Fulfill the employee immunization requirements or complete the applicable health department exemption form if required.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed above are representative of the education, knowledge and experience requirements; the machine, tools and equipment used; and any licenses or certifications required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

**Machines, Tools & Equipment Used:**

- Standard office equipment, educational technology, computers, standard machines used in a teacher workroom.

**Physical Requirements – Not limited to the following:**

- While performing the duties of this job, the teacher is regularly required to speak and/or hear. The employee is frequently required to stand; walk; reach with hands and arms and stoop, kneel, or crouch. The teacher is constantly required to use hands to sign. May be required to climb or balance.
- The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds.
- Specific vision abilities required by this job include close vision, distance vision, peripheral vision and depth perception.

- Occasional (0-33%)    Frequent (34-66%)    Constant (66-100%)
- Physical ability to perform the essential functions listed above with or without reasonable accommodation.
- Possess the physical, mental and emotional stability to work under stressful condition, including but not limited to: deadlines, contract requirements, inspection requirements and interaction with critical personnel.

**NOTE:** *This list of essential and marginal functions and of physical requirements is not exhaustive and may be supplemented in accordance with the requirements of the job.*