



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

STATEWIDE EDUCATIONAL SERVICES

One Mackworth Island, Falmouth, ME 04105
(207) 781-6215
www.mecdhh.org

ASL Specialist/Teacher of the Deaf

Department: Statewide Educational and Family Services (SEFS)

Reports to: Coordinator, Special Education and Related Services
Director of Statewide Education and Family Services

Primary Responsibilities

- Serve students in homes, daycares, preschools, or public school settings in person and/or virtually with goals for ASL development
- Provide individual Family or Parent Training as requested by IFSP or IEP team per referral
- Provide Special Instruction, Specially Designed Instruction, or Consultation as requested by IFSP or IEP team per referral
- Collect and document data on IFSP and IEP goals
- Participate in the IFSP/IEP processes, prepare present levels of ASL performance, and plan goals and objectives
- Provide American Sign Language classes for students and families in person and/or virtually
- Work with the ASL Team to develop and revise the ASL Curriculum for MECDDH/GBSD
- Utilize video and online technology and platforms to create ASL materials for instruction and sharing
- Act in the role of Deaf Mentor for the Parent Infant Playgroups, Regional Peer Support Programs, and “Kids Like Me” programs for elementary students and for mid-high school students
- Provide itinerant specially designed instruction to deaf and hard of hearing students communicating in American Sign Language in mainstream settings
- Provide ongoing educational consultation and technical assistance to professionals working with children who are deaf or hard of hearing communicating via American Sign Language in public and private schools throughout designated areas in Maine
- Participate at IEP meetings and provide input into IEPs for students on the ASL Specialist’s caseload
- Provide observation and consultation at student’s mainstream school
- Conduct a summary meeting for staff and parents at the conclusion of the student’s observation
- Provide comprehensive and individualized written reports after on-site observations
- Provide in-service training to professionals related to American Sign Language and/or Deaf Culture

- Provide American Sign Language Evaluations for expressive and receptive ASL skills upon referral
- Write in-depth and timely evaluation reports at the conclusion of ASL evaluation
- Assist teachers and support staff in developing appropriate instructional environments to support students access to ASL
- Act as a resource to instructional staff related to language use, variation, technical signs, communication strategies, etc.
- Participate in periodic programs sponsored family activities in the role of Deaf Mentor/ASL Specialist
- Communicate regularly and document on-going family and school communication
- Work with the Statewide Education and Family Services team to develop educational webinars
- Present student awareness programs for the student and their classmates customized to the student's age and grade, using interactive hands-on materials
- Provide current ASL materials (e.g., articles, hand-outs) to the SEFS team, case manager, classroom teacher, and/or parents on topics relevant to that child's needs
- Communicate regularly with a broad variety of professionals
- Work collaboratively with parents and professionals to develop positive and successful educational programs for students
- Attend and present at Deaf Culture Festival and other conferences or events as requested by Director
- Maintain professional digital calendar of all services and meetings
- Document communication and service provision in CINC database or google file
- Report monthly activities as requested by Coordinator or Director
- Abide by all the policies and procedures of MECDHH/GBSD and Federal/State regulations

Required Skills/Qualifications

- Bachelor's Degree (Masters preferred)
- A minimum of 5 years of experience in Deaf/Special Education
- ASL PI score of 4 or higher (preferred)
- Current Criminal History Records Check (CHRC) Certificate
- Certification requirements variable depending on background:
 - State of Maine Certification 292 Teacher of the Deaf or related certification/licensure
 - Such alternatives to the qualifications listed above as the Board may find appropriate and acceptable
- Background and knowledge in ASL linguistics/Deaf Studies
- Native or Native-like fluency in American Sign Language
- Experience conducting ASL evaluation
- Proven skills in the areas of organization, facilitation, program management, data management, and written English communication

- Experience using social media and digital technology or a willingness to learn
- Excellent interpersonal and communication skills
- Ability to deal effectively with a wide range of people in a helpful, positive and constructive way
- Ability to work independently, establish priorities, and work collaboratively as a member of a diverse community of professionals
- Ability to drive throughout the state for caseload, meetings, training, etc.
- Knowledge of the variety of communication modalities used by students who are D/deaf or hard of hearing
- Sensitivity to cultural diversity, race, gender, and other individual differences in the workforce; recognizes the value of diverse perspectives and experiences and fosters a work environment reflective of the community at large
- Willingness to work a flexible schedule in order to meet the needs of students, families, programs, and school districts

Work Environment

The job operates in public and private school classrooms. This job requires travel to see children and attend meetings. This job also operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, and fax machines. The noise level in the work environment is usually moderate.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, drive, as well as use hands to manipulate, handle, or feel. The employee is frequently required to reach with hands and arms. The employee is occasionally required to stand, walk, bend, stoop, kneel, or crouch. 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, color vision, peripheral vision, depth perception and ability to adjust focus.

Other Duties

Please note, this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.