



JOB DESCRIPTION	
Position Title:	Deaf and Hard of Hearing (DHH) Associate Teacher (Echo Center)
Supervisor:	Director of Echo Center
Classification:	Non-Exempt /10 month
Department:	Faculty

POSITION SCOPE: The Echo Center Associate Teacher will collaborate with credentialed DHH (Echo Center) teachers to provide push-in/pull-out support to DHH students in a mainstream school setting.

Echo Center is a full-inclusion program for deaf and hard of hearing students that is embedded within a general education private elementary school that serves PreK-6th grade students. Echo Center students wear hearing technology, such as hearing aids and cochlear implants, and use listening and spoken language to communicate and learn.

The ideal candidate will:

- Be an exceptional, caring adult who is willing to support best practices for the education of children with hearing loss and listening and spoken language development
- Have strong organizational skills and follow through
- Have strong social-emotional intelligence and interpersonal skills and the ability to teach and lead with empathy
- Have strong written and verbal communication skills
- Be an independent problem-solver
- Take initiative and possess the ability to implement action
- Be a reflective practitioner
- Be an exemplary role model to students and faculty alike

ESSENTIAL DUTIES:

Responsibilities

- Work collaboratively with DHH and general education classroom teachers to support the implementation of effective techniques for mainstreaming deaf and hard of hearing children into the general education classroom
- Provide push-in/pull-out support for student learning, working with DHH students to focus on lessons and complete assigned work, under the direction of a credentialed DHH teacher
- Support the classroom management and student behavior using Responsive Classroom techniques
- Facilitate small group learning with mixed students, such as vocabulary groups, literature and Math circles, and science discovery lab groups.
- Assist with other classroom tasks, including preparation of materials, as requested by DHH Teachers
- Collaborate with the grade level team in the development of progress reports and IEPs
- Facilitate DHH student interactions with peers and adults
- Monitor DHH students' hearing technology
- Attend weekly grade level teacher team meetings, DHH teacher meetings, and faculty meetings
- Assist proactively with playground supervision
- Substitute for DHH Teacher as needed
- Assist with carpool, lunch and recess duties

Other duties as assigned by the Director of Echo Center or DHH Teacher

PREREQUISITE KNOWLEDGE, SKILLS, AND EDUCATION:

- Bachelors degree
- College coursework in child development, education, and/or Deaf Studies is desired, but not essential
- Enrollment in a teaching credential program is desired, but not essential
- Experience working with DHH students is desired, but not essential
- Passing score on the CBEST is desired, not essential
- Ability to work and communicate effectively in a team situation
- Strong organizational skills
- Strong verbal and written communication skills
- Familiarity with Mac computer programs, Internet use and School website

PHYSICAL AND MENTAL REQUIREMENTS:

- Standing and sitting for extended periods of time
- Ability to squat, bend and reach safely
- Lifting up to 30 pounds
- Ability to work outdoors with no temperature control

This job description is not intended to be all-inclusive and the employee may also be asked to perform other reasonably related job duties as assigned by their immediate supervisor and other school administration as required. All employees may be required to perform duties outside of their normal responsibilities from time to time as needed. Echo Horizon School reserves the right to revise or change duties as the need arises. This job description does not constitute a written or implied contract of employment.

Echo Horizon School is proud to be an Equal Opportunity Employer. We do not discriminate on the basis of race, color, ancestry, national origin, religion or religious creed, mental or physical disability, medical condition, genetic information, sex (including pregnancy, childbirth, and related medical conditions), sexual orientation, gender identity, gender expression, age, marital status, military or veteran status, citizenship, or other characteristics protected by state or federal law or local ordinance

I have read and understand the expectations outlined in this job description in its entirety. I will abide by the job description and its expectations. I understand the physical demands of my job and I understand the work environment of my job.

Employee:	Date:
Supervisor:	Date:
Human Resources:	Date: