



JOB DESCRIPTION **Teacher/Classroom Interpreter**

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The Teacher/Classroom Interpreter, under the general supervision of the Principal and the immediate direction of a certified teacher, assists the teacher in preparation and management of classroom activities, and will be responsible for assisting/interpreting for the American Sign Language teacher as it relates to communicating through sign language, lessons, expectations for behavior, faculty meetings, parent conferences as well as other duties necessary to perform the routines and functions of a school day.

EDUCATIONAL / CERTIFICATION / EXPERIENCE REQUIREMENTS:

- High School Diploma or GED
- *****Selected applicants may be required to demonstrate skills by completing job simulations*****

ADDITIONAL REQUIREMENTS:

- Testing will be required
- Must be eligible for state certification (required if hired)
- Knowledge and understanding of the principal of ethical behavior set by the National Registry of Interpreters for the Deaf

KNOWLEDGE / SKILLS / ABILITIES:

- Skill in interpreting and transliterating proficiently in American Sign Language and Signed English
- Ability to communicate effectively, both verbally and in writing
- Ability to consistently demonstrate sign language methods and techniques.
- Effective interpersonal skills with students and adults.
- Ability to follow verbal and written instructions.

DUTIES AND RESPONSIBILITIES

1. Works with groups of students in the classroom to reinforce teacher instruction.
2. Assists teacher in preparing instructional materials and classroom displays.
3. Assists with administration and scoring of work assignments.
4. Assists in managing student behavior and activity to facilitate a positive climate.
5. Assists teacher in administering informal measures of student academic progress.
6. Assists teacher in providing student academic progress information to appropriate individuals.
7. Attends student academic intervention meetings when appropriate.
8. Helps maintain neat and orderly classroom.
9. Helps with inventory, care, and maintenance of equipment.
10. The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

WORKING CONDITIONS

MENTAL DEMANDS: Ability to read, communicate effectively (verbal and written), reason, compile, compute, and maintain emotional control under stress.

PHYSICAL DEMANDS: Ability to lift and/or carry light weight (under 15 pounds), sit, stand, walk, climb stairs, kneel, crouch and reach.

SUPERVISORY RESPONSIBILITIES

None

EQUIPMENT USED

Basic office equipment

Paraprofessional Pay Grade: 8

Days: 187

Wage/Hour Status: Nonexempt

Updated: May 16, 2008

The Judson School District considers applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, or any other legally protected status.