

## **COLONIAL INTERMEDIATE UNIT 20**

### **POSITION DESCRIPTION**

- TITLE:** Mental Health Treatment Specialist - Deaf and Hard of Hearing Support
- QUALIFICATIONS:** Masters Degree in a recognized related Mental Health discipline, experience with deaf and hard of hearing population, ability to interpret and transliterate information, this includes manual signing on a continual basis. Flexible hours may be required based on individualized student needs. Must have the ability to commute to assigned schools.
- REPORTS TO:** Supervisor of Special Education/Classroom Teacher(s)
- LOCATION:** Assignment shall be dictated by the location of the student(s) needing sign language interpreting/transliteration and/or the location of hearing impaired students needing mental health support.
- JOB GOAL:** Provides direct intense treatment that will focus on helping students learn to respond to their daily environment in a practical and productive manner. Emphasis will be placed on students' current needs, functions, support systems and agency involvement as they relate to educational need. Also provide interpretation and transliteration of information for the deaf student(s) and families when necessary.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1. Be available to students in their educational settings to advise, interpret and/or transliterate information.
2. Provides in-service training to students and school personnel on using interpretation and transliteration services on an as-needed basis.
3. Provides reinforcement of material covered in interpreted classes.
4. Provides teacher with continuous feedback concerning student progress, student behavior, and incidents, which affect student learning and well being.
5. Assists the teacher with classroom management and assumes student management when the teacher's schedule is interrupted by a parent, supervisor, or

an emergency.

6. Operates classroom and office communications equipment including computers, TDY's, FM systems, etc.

7. Arrives at the designated job site according to the established work schedule and adheres to the established work schedule. Works flexible when required to meet students' needs.
8. Develops treatment plans and maintains treatment records on students as per program guidelines.
9. Communicates and works cooperatively with teachers and students to meet student needs.
10. Provides individual, small group and whole group sessions with students who are hearing impaired regarding their social, emotional and academic needs and shares pertinent information with teachers, guidance counselors and administrators.
11. Provides crisis intervention and stabilization strategies on an immediate need basis.
12. Adheres to established guidelines and procedures for case referrals, schedules sessions and interprets student needs to other pertinent school personnel.
13. Provides opportunities for hearing impaired students to express their social, emotional and academic needs to other pertinent staff and translate when necessary.
14. Provides information and feedback to professional and paraprofessional staff regarding the needs of the hearing impaired students as requested by the Supervisor of Special Education.
15. Conduct observations of students as requested or needed by teachers, counselors and administrative staff.
16. Provides interpreting services as requested by the Supervisor of Special Education for outside agencies, districts, meetings, field trips, etc.
17. Interprets and/or transliterates for diagnostic evaluations and educational support services, i.e., school psychologists, school guidance counselors, health room visits as required.
18. Interprets and/or transliterates for parents who are deaf at school meetings.
19. Responds positively to supervision and suggestions for improvement.
20. Coordinates the students' emotional/personal needs and educational strategies/approaches with staff.
21. Generates and directs appropriate therapeutic intervention strategies for students in the Hearing Support classroom and itinerant programs.
22. Participates as a member of the multidisciplinary team and IEP team meetings as required.

23. Attends interagency meetings as required.
24. Develops and maintains crisis plans for students in collaboration with educators.
25. Attends staff meetings and serves on staff committees as required.
26. Attends parent and transition meetings as required.
27. Seeks opportunities for maintaining and increasing skills and competencies in the areas of working with deaf and hard of hearing students.
28. Acts as a liaison between Hearing Support staff and personnel for transitioning students into the community.
29. Ability to commute between buildings/districts throughout the day and week.
30. Ability to stand, walk and sit continuously.
31. Ability to push, pull and lift items occasionally.

OTHER MAJOR DUTIES AND RESPONSIBILITIES:

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job related instructions and to perform any other job related duties requested by their supervisor.

TERMS OF EMPLOYMENT:

1. Salary and work year to be established by the board.

In accordance with state and federal law, reasonable accommodations will be considered upon employee request.

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Standards of Performance

The Mental Health Treatment Specialist/Deaf and Hard of Hearing Support will report to the Supervisor of Special Education/Classroom Teacher(s).

The standards of performance of this position are:

**1. Facilitate Communication**

To facilitate students' communication.

(30)

**2. Clinical Services in Deaf and Hard of Hearing Support**

To provide direct clinical services to students in Deaf and Hard of Hearing Support.

(30)

**3. Consultation Teaming**

To consult with Deaf and Hard of Hearing Support staff and functions as a collaborative team member in provision of clinical services.

(30)

**4. Other**

Other duties as directed by the Supervisor of Special Education.

(10)

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**I. Facilitate Communication (30)**

1. Satisfactory performance in facilitating communication in the Deaf and Hard of Hearing Support Program will be attained when:
  - 1.1 Provide transliteration and interpretation to students and parents as needed.
  - 1.2 Provide in-service training to school personnel and students on using interpretation and transliteration services as needed.
  - 1.3 Provides reinforcement, as needed, of material covered in interpreted classes.
  - 1.4 Operate classroom communication equipment including computer, TDY's, FM systems, etc.
  - 1.5 Contact with families is initiated through phone consultation.
  - 1.6 Contact with families is documented in case notes.

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II. Clinical Services in Deaf and Hard of Hearing Support (30)

2. Satisfactory performance in respect to completing documentation in the Deaf and Hard of Hearing Support program will be attained when:
  - 2.1 Maintains treatment plans and treatment records on each student participating in individual sessions.
  - 2.2 A crisis plan is developed and maintained for each client.
  - 2.3 Group sessions are documented as sessions occur.
  - 2.4 Documents student observations as they occur.
  - 2.5 Assistance is given to the staff directing appropriate therapeutic intervention strategies.
  - 2.6 Works to build self-esteem in deaf and hard of hearing students through the use of various curricular topics.
  - 2.7 Group sessions are conducted to address social skill needs and development in the deaf and hard of hearing population.

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III. Consultation and Teaming (30)

3. Satisfactory performance in respect to other duties will be attained when:
  - 3.1 Functions as a collaborative team member.
  - 3.2 Establishes and maintains a positive friendly relationship and presence with staff/district by attending meetings, assisting with the resolution of problems and provides needed support to maintain a consumer friendly environment.
  - 3.3 Models the collaborative solution focused model.

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IV. Other Duties (10)

4. Satisfactory performance regarding duties of the Mental Health Treatment Specialist will be obtained when:
  - 4.1 Other duties directed by the supervisory staff are completed in a satisfactory manner.