JOB DESCRIPTION - CHILDREN AND FAMILIES SERVICE

IDENTIFICATION

Post Title:	Education Communication Worker	Post Ref:	
Section:	Secondary	Grade:	7
Responsible to:	DHT, Accessibility & Inclusion Service		
Responsible for:			

JOB PURPOSE

To aid the attainment of deaf pupils by supporting deaf pupils by re-presenting information from the mainstream teacher's spoken English into British Sign Language (BSL) and vice versa for the pupil's response. To provide capacity to support in meetings with deaf parents and colleagues. To provide translations of documents from English into BSL.

PRINCIPAL WORKING CONTACTS

DHT/Educational Audiologist

Principal Teacher, AIS (Deaf Education)

MAIN DUTIES

to accompany deaf pupils to class and interpret interactions between the teacher/hearing children and deaf children/young people in a variety of settings(such as assemblies, class lessons, discussions, practical sessions, talks by visiting speakers, outside visits, plays and concerts, residential visits, video playback, after school clubs parents' evenings, etc)

to collaborate with colleagues prior to teaching sessions, to highlight any problem which may arise through choice of language, presentation methods, etc.

to collaborate with colleagues and partners regarding the appropriate type and level of interpretation required by each pupil.

to assess BSL levels of pupils and AIS staff

to contribute to annual reviews, discussions of ABLe plans and other meetings regarding the progress of the pupil and as part of the TATC process

to prepare in advance (in collaboration with a colleague) then interpret assessments and examinations and lead in transcribing pupils' responses

to contribute to Transition discussions and liaise with post-16 agencies as part of the TATC process

to plan, prepare and deliver resources (in a variety of formats) in collaboration with colleagues

to work in partnership with parents/carers and other agencies

to produce transcriptions/films of written documents produced by schools, to be shared with deaf parents/carers

to develop BSL training for deaf pupils, colleagues, families and as part of the 1+2 Languages initiative

to promote and lead BSL clubs within schools

to access networks of others working to support the communication of deaf children/young people in schools, in order to share skills and explore issues

to undertake other such duties as required by the DHT of the Accessibility & Inclusion Service

OTHER DUTIES

This job description is a broad picture of the post at the date of preparation. It is not an exhaustive list of all possible duties and it is recognised that jobs change and evolve over time. Consequently, this is not a contractual document and the postholder will be required to carry out any other duties to the equivalent level that are necessary to fulfil the purpose of the job.

PERSON SPECIFICATION

POST TITLE: Education Communication Worker

DIVISION/DEPARTMENT SECTION: Children and Families - Support Staff

	ESSENTIAL REQUIREMENTS	DESIRABLE REQUIREMENTS	METHOD OF ASSESSMENT
PROFESSIONAL/ EDUCATIONAL QUALIFICATIONS	British Sign Language to Level 3	Membership of the Scottish Register of Language Professionals with the Deaf Community(SRLPDC) Membership of the National Registers of communication Professionals working with Deaf and Deaf/Blind People (NRCPD) Either of the above as trainee or qualified member	Application/ Interview
RELEVANT WORK/OTHER EXPERIENCE	Knowledge and experience of working with profoundly deaf children and adults	Experience of interacting with members of the deaf community Experience of interpreting in an educational setting	Application/ Interview
PARTICULAR SKILLS/ABILITIES	Good communicator Fluency in BSL and English	Understanding of the role of the Communication Support Worker Awareness of the need for using a range of BSL registers appropriate to different situations and individuals	Application/ Interview
PERSONAL QUALITIES	Ability to be an effective team member	Flexibility and initiative to work independently as required	Application/ Interview
ANY ADDITIONAL JOB RELATED REQUIREMENTS	Member of PVG Scheme or willingness to become a member of the PVG Scheme with satisfactory Scheme Record and/or Scheme Record Update.	Recognition of and respect for the rights of deaf people Knowledge and understanding of the UNCRC and the BSL Act (Scotland) and their implications	