

 <p><b>STATE OF INDIANA</b> CLASSIFICATION SPECIFICATION</p>	<b>Class Title:</b> Supervising Teacher of the Deaf		<b>Class Code:</b> 002IA0
	<b>FLSA Status:</b> Exempt	<b>Salary Schedule:</b> RDS	<b>Effective Date:</b> 9-27-13
	<b>Summary</b> Incumbent supervises and coordinates the daily instruction, activities, discipline, public relations, crisis management and routine of all students and staff in their respective department.		

**Duties:**

- Participates in developing, implementing and reviewing curricula and teaching methodology;
- Coordinates and monitors the educational programming of students;
- Supervises and evaluates department staff;
- Organizes and supervises departmental functions;
- Demonstrates growth and development;
- Performs related duties as required.

**Job Requirements:**

- Indiana Teacher's License with Hearing Impaired Endorsement;
- Five years of classroom teaching experience in the teaching of the deaf;
- Fluency of American Sign Language and English.
- Specialized and current knowledge of the subject matter to be taught and the techniques used in area of specialization;
- Specialized knowledge of modern teaching practices and principles utilized in educating deaf students;
- Specialized knowledge of equipment that may be utilize as teaching aids;
- Basic knowledge of audiology, oral rehabilitation and speech pathology;
- Working knowledge of laws, regulations, professional standards and guidelines relating to the deaf;
- Working knowledge of school administrative guidelines and policies;
- Ability to evaluate the performance, skills and progress of a student;
- Ability to include expressive and receptive skills in manual communication;

**Difficulty of Work:**

Attention must be given to filling staff vacancies, scheduling all curricula, students and staff, daily operations, public relations, crisis intervention in both structured and unstructured learning environments. The incumbent monitors the Individual Education Plan (IEP) needs of students in conjunction with the staff carrying out those (law-regulated) needs, evaluating programs and personnel, assuming additional responsibilities, budgeting and representing the department at all school-related functions.

**Responsibility:**

The incumbent supervises and coordinates the daily instruction, activities, discipline, public relations, crisis management and routine of all students and staff in their respective department.

**Personal Work Relationships:**

Incumbent will professionally interact with students, teachers, members of the education department team, other administrators, other department personnel, parents, interns, paraprofessionals, other members of the school community and the general public.

**Physical Effort:**

The physical efforts demanded of the incumbent vary depending on the assignment, department and ages or abilities of the students served. Duties could include, but are not limited to: participating and conducting meetings of various lengths, extended hours due to department programs and needs, making home visits, conducting department business either in person or via electronic technological devices,

emergency evacuation and/or crisis intervention, and traversing the school campus to appear at meetings or activities.

**Working Conditions:**

Incumbent works in offices, meeting rooms, classrooms, hallways, cafeterias, gymnasiums and all general or necessary academic areas located on the facility's residential campus. Duties can also extend to off-campus sites if required.