Lancaster-Lebanon Intermediate Unit 13

# POSITION GUIDE

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| **Position Title:** | Educational Consultant - Deaf and Hard of Hearing Focus | **Code:** | |
| **Department:** | PA Training & Technical Assistance Network (PaTTAN) | **Group:** | Act 93, Zone 30 |
| **Reports to:** | Director of PaTTAN | **Date:** | September 2026 |

## PURPOSE OF POSITION:

Provide training and technical assistance to school districts, intermediate units, and agencies throughout the central region of Pennsylvania supporting the teachers and students within the Deaf and Hard or Hearing catchment. Provide support and content expertise to Bureau of Special Education (BSE)/PaTTAN Initiative efforts in the implementation of school district/school improvement strategies, on-site guided practice. Provide leadership in the development of professional education initiatives that addresses instructional practices of proven effectiveness for students with low incidence disabilities, including students with disabilities who are English Language Learners.

## ESSENTIAL FUNCTIONS:

***All job functions are to be executed through the lens of high-quality customer service. Customers are defined as both internal and external clients. Examples demonstrative of high-quality service may include, but are not limited to, the following:***

- ***prompt responsiveness to inquiries***
- ***professional and courteous verbal and nonverbal communication***
- ***proactive problem solving***

1. Develop specialized training resources in the areas of effective instruction practices, appropriate modifications for learning, progress monitoring of students, and other critical issues as identified by the Bureau of Special Education.

2. Support the assigned educational initiatives of the PaTTAN system and the tasks identified for implementation through the yearly training plans.

3. Support special education staff, general education teachers, administrators, and parents with access to effective instructional materials for students identified with a disability.

4. Provide on-site technical assistance, guided practice, consultation, or sustained professional development support to local education agencies that serve students with disabilities.

5. Provide capacity building and guidance in structuring professional development materials, turn-around training opportunities and implementation responsibilities with central region Intermediate Unit technical consultants.

6. Provide collaborative expertise internally, throughout the statewide network, and with various community and national partnerships in developing, shaping, and refining new and ongoing projects and professional learning opportunities.

7. Attend trainings and conferences on professional learning related to Pennsylvania Department of Education, Bureau of Special Education and PaTTAN system initiatives priorities.


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8. Contribute to the effective team management of all problems, issues, and opportunities related to your assigned initiatives

9. Collect and maintain a repository of impact data and achievements pertaining to your work supporting schools, teachers and other staff.

10. Perform other related duties as necessary or assigned.

## MARGINAL FUNCTIONS:

Marginal Function will vary with the specified assignment and depend on the particular unit function for which the person is responsible.

## KNOWLEDGE & SKILL REQUIREMENTS:

**Education required:** Master's degree in Education, Sign Language Interpretation, Deaf Studies, or other closely related field. Doctorate is preferred.

**Experience required:** Experience teaching or working with students who are deaf and/or hard of hearing including students using sign language and students using listening/spoken language

Experience providing technical assistance or professional development to staff working with students who are deaf or hard of hearing.

**Other qualifications:**

- National Interpreter Certification, preferred.
- Broad knowledge of federal and state laws and regulations and public policy with regard to delivery of special education services (IDEA and Chapter 14)
- Strong oral presentation skills; effective written communication skills
- Work experience in the dynamic environment of state, IU, and school district organizations
- Ability to work with varied constituencies and multiple demands
- Valid PA driver's license
- Fluency with sign language/ASL
- Familiarity with assistive technology used by students who are deaf or hard of hearing
- Ability to provide information and support for communication needs of students in an unbiased manner

## SUPERVISION OF PERSONNEL:

N/A

## PHYSICAL/MENTAL/ENVIRONMENT:

Physical Demands:

Activities: Driving to other locations: Frequent travel to school districts and intermediate units within the state required.
Vision: Close concentration
Mental Demands: Interpret, analyze and problem solve
Environment: Normal office and classroom environment

**I have reviewed the essential functions; knowledge and skill requirements; and physical/mental environmental demands of this position. By my signature below, I am verifying that I am able to fulfill all essential functions, requirements and demands of the position as stated with or without reasonable accommodations.**

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Print Name

Signature Date


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