

**FRESNO UNIFIED SCHOOL DISTRICT**  
**Position Description**

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<b>TITLE:</b>	Educational Audiologist Technician	<b>REPORTS TO:</b>	Assigned Supervisor
<b>DEPARTMENT:</b>	School Site	<b>CLASSIFICATION:</b>	Classified
<b>FLSA:</b>	Non-Exempt	<b>WORK YEAR:</b>	Varies
<b>BOARD APPROVAL:</b>	March 24, 2010	<b>SALARY:</b>	G-39/Classified Salary Schedule

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**BASIC FUNCTION:**

Under general direction of an assigned supervisor, assist a certified audiologist in the routine maintenance of District owned auditory trainers and other assistive devices for the deaf and hard of hearing students; monitor the functioning of student hearing devices and assist students and school staff in properly operating hearing technology.

**REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)**

Operate various hearing devices, machines, equipment and systems. *E*

Perform routine and preventive maintenance on auditory trainers; travel to various school sites to perform visual and listening inspections; inspect, repair and replace broken parts as needed; send district owned equipment for repair as appropriate. *E*

Test and troubleshoot faulty hearing aides, auditory trainers, closed captioners, and TTY's. *E*

Assist in testing student hearing aides; perform visual and listening inspections; notify appropriate personnel regarding problems; maintain records of serial numbers on hearing aids for individual students. *E*

Prepare and maintain assigned records and forms. *E*

Transport & distribute telephone devices for the deaf (TDD's) to needed sites to meet Americans with Disabilities Act (ADA) requirements; maintain and replace non-functioning equipment, transport and deliver assistive technology devices and set up equipment to provide students access to high quality learning options and a variety of activities. *E*

Maintain an assistive device library; notify others of availability of equipment and information; maintain current knowledge of technical advances in the field. *E*

Communicate with vendors and District personnel, parents or students verbally or by using sign language to exchange information and resolve issues or concerns to provide reasonable, timely delivery of professional services. *E*

Provide training to families, students and school personnel on assistive devices. *E*

Perform related duties as assigned.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school, and two years experience working with deaf and hard of hearing students in a structure and knowledge of the hearing devices they use.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Operation and use of Auditory Trainers, hearing aids, TDD's and related assistive devices.  
Operation of testing machines, devices, equipment and systems.  
Sign language.  
Accurate record-keeping techniques.  
Applicable ADA requirements.  
Needs of deaf and hard of hearing students.  
Interpersonal skills using tact, patience and courtesy.  
Inventory method & practices.  
Proper methods of storing equipment, materials and supplies.  
Technical aspects of field of specialty.  
Repair and maintenance of equipment used in assigned activities.  
Correct English usage, grammar, spelling, punctuation and vocabulary.

**ABILITY TO:**

Perform routine and preventive maintenance on district owned auditory trainers.  
Assist in testing student hearing aids.  
Explain proper operation of hearing devices.  
Maintain current and accurate assistive devices library.  
Maintain current knowledge of technological advances in the field.  
Determine and implement in a timely manner, appropriate action within clearly defined guidelines.  
Maintain routine records.  
Establish and maintain cooperative and effective relationships with a diverse range of people.  
Communicate effectively with children and adults.  
Operate instructional and office equipment.  
Communicate, understand and follow both oral and written directions effectively.  
Understand and work within scope of authority.  
Learn new or updated computer systems/software programs to apply to current work.  
Communicate using patience and courtesy in a manner that reflects positively on the organization.  
Actively participate in meeting District goals and outcomes.  
Apply integrity and trust in all situations.  
Learn District organization, operations, policies, objectives and goals.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Office environment; driving a vehicle to conduct work.

**PHYSICAL ABILITIES:**

With reasonable accommodations, if necessary, hearing and seeing to test and inspect equipment; lifting moderately heavy objects; dexterity to operate various testing equipment and devices; reaching overhead, above the shoulders and horizontally, kneeling, crouching or bending at the waist to check hearing aids while on students or to retrieve files and storage materials.

Fresno Unified School District is an Equal Opportunity Employer and reasonable accommodations are made under the Americans with Disabilities Act as required by law.

*E=Essential Functions*