



# Poudre School District

## HUMAN RESOURCES DEPARTMENT JOB DESCRIPTION

Job Title: **Educational Audiologist**  
Job Family: **Professional**  
Prepared/Revised Date: **April 17, 2017**

FLSA Status: **Exempt**  
Pay Range: **A/P range Q**  
Job Code: **23105**  
Days/year: **190**

**SUMMARY:** The Educational Audiologist will focus their practice on supporting students with hearing difficulties in an educational setting by evaluating the student’s hearing, listening, and auditory processing deficits that can affect their academic success, communication abilities and well-being. The educational audiologist also educates teachers, parents/guardians, and children on management of hearing loss. The educational audiologist monitors the educational progress of students to insure the delivery of appropriate and essential services.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Frequency of duties, percent of time and work year may vary based on department or building assignment.*

Description of Job Tasks
1. Participate as a member of the multidisciplinary professional team for the purpose of meeting the hearing needs of children and students ages 0-21.
2. Provide diagnostic services to evaluate hearing and auditory processing and identify the need for amplification and hearing assistance technology including candidacy for personal hearing aids and/or assistive listening devices to support students in their education environments.
3. Provides educationally relevant interpretation of audiologic findings and make recommendations for interpreters/translators.
4. Participates in the Individualized Education Plan to develop educational recommendations, including communication accommodations and assistance with transition planning.
5. Participates in the development and implementation of goals for auditory skill development.
6. Provides counseling to parents/guardians and students regarding audiologic findings, hearing loss impact, and amplification benefit.
7. Provides direct intervention services in audiologic rehabilitation in collaboration with the speech-language pathologist and classroom teacher as recommended.
8. Collaborates with colleagues and parents/guardians to share information and expertise to plan and implement effective student programs.
9. Collaborates and consults with local district personnel regarding students who demonstrate auditory-based communication difficulties.
10. Collaborates and consults with community audiologists and physicians regarding the audiologic and educational management of students with hearing loss.
11. Provides consultation in regard to the selection, purchase, installation, maintenance, calibration checking and utilization of audiologic equipment.
12. Provides training about hearing, hearing loss, and other auditory disorders for school personnel, students, and parents/guardians to facilitate a better understanding of the impact of auditory impairments on language, learning, literacy, and social development.
13. Attend work and arrive in a timely manner.
14. Perform other duties as assigned.



### **EDUCATION AND RELATED WORK EXPERIENCE:**

- Master's degree, Doctoral degree preferred in Audiology from an accredited university.
- Previous experience in an educational setting preferred.

### **LICENSES, REGISTRATIONS or CERTIFICATIONS:**

- Criminal background check required for hire
- Valid Colorado driver's license
- Valid Colorado Department of Education Special Service Providers License with an Audiology endorsement

### **TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:**

- Skills in screening students for hearing loss, organizing hearing conservation programs, conducting audiological evaluations, selecting and fitting hearing aids, counseling parents and teachers about the educational management of hearing loss, referring students with hearing loss for medical services, collecting data and managing records.
- Good interpersonal skills are needed.
- Knowledge of the normal and disordered hearing process, the services needed by and available for exceptional children, and the operation of schools and community services.
- Abilities to recommend acoustically appropriate environment for teaching and learning and to assist in the design of educational plans for students with impaired hearing.
- Ability in organizational, human relations, oral and written communications skills.
- Ability to maintain honesty and integrity in all aspects of the job.
- Ability and willingness to adhere to attendance requirements, including regular and punctual employee presence.
- Ability to promote and follow Board of Education policies, Superintendent policies and building and department procedures.
- Ability to communicate, interact and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.

### **MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:**

- Operating knowledge of and experience with personal computers and peripherals.
- Operating knowledge of audiology diagnostic equipment
- Operating knowledge of and experience with Microsoft Word, Outlook, and/or other department software packages
- Operating knowledge of and experience with typical office equipment, such as telephones, copier, fax machine, E-mail, etc.

### **REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:**

	<b>POSITION TITLE</b>	<b># of EMPLOYEES</b>
<b>Direct reports:</b>	Audiology Assistant	1

- Responsible for assisting with interviewing, hiring and training employees; assisting with planning, assigning and directing work; assisting with appraising performance; assisting with addressing complaints and resolving problems



**PHYSICAL REQUIREMENTS & WORKING CONDITIONS:** *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand			X	
Walk			X	
Sit			X	
Use hands to finger, handle or feed			X	
Reach with hands and arms			X	
Climb or balance	X			
Stoop, kneel, crouch, or crawl		X		
Talk			X	
Hear			X	
Taste	X			
Smell		X		

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds			X	
Up to 25 pounds		X		
Up to 50 pounds	X			
Up to 100 pounds	X			
More than 100 pounds	X			

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze			X	
Communicate			X	
Copy		X		
Coordinate			X	
Instruct			X	
Compute		X		
Synthesize			X	
Evaluate			X	
Interpersonal Skills			X	
Compile		X		
Negotiate		X		

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	X			
Work near moving mechanical parts	X			
Work in high, precarious places	X			
Fumes or airborne particles	X			
Toxic or caustic chemicals	X			
Outdoor weather conditions	X			
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			



<b>WORK ENVIRONMENT:</b>	<b>Amount of Time</b>			
	<b>None</b>	<b>Under 1/3</b>	<b>1/3 to 2/3</b>	<b>Over 2/3</b>
Risk of electrical shock	x			
Work with explosives	x			
Risk of radiation	x			
Vibration	x			

<b>VISION DEMANDS:</b>	<b>Required</b>
<b>No special vision requirements.</b>	<b>x</b>
<b>Close vision (clear vision at 20 inches or less)</b>	
<b>Distance vision (clear vision at 20 feet or more)</b>	
<b>Color vision (ability to identify and distinguish colors)</b>	
<b>Peripheral vision</b>	
<b>Depth perception</b>	
<b>Ability to adjust focus</b>	

<b>NOISE LEVEL:</b>	<b>Exposure Level</b>
<b>Very quiet</b>	
<b>Quiet</b>	<b>x</b>
<b>Moderate</b>	
<b>Loud</b>	
<b>Very Loud</b>	