



## THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

STATEWIDE EDUCATIONAL SERVICES

One Mackworth Island, Falmouth, ME 04105  
(207) 781-6215  
www.mecdhh.org

### ASL Instructional Strategist

**Department:** Statewide Education and Family Services (SEFS)

**Reports to:** Director or Assistant Director of Statewide Education and Family Services

**Date Closed:** When a suitable candidate is found

**Start Date:** Jul 1, 2025

The Maine Educational Center for the Deaf and Hard of Hearing/Governor Baxter School for the Deaf (MECDHH/GBSD) with early intervention programs and offices on Mackworth Island (located outside of Portland ME) is charged with the provision of statewide services to individuals who are Deaf and hard of hearing from birth through age twenty. We are seeking an **ASL Instructional Strategist** with a *can do* attitude. This position interacts with many in our organization so the willingness to be part of a collaborative team is essential. This is a full time, school year position, 203 days. This ASL Instructional Strategist is expected to be involved with summer programming.

#### Primary Responsibilities:

1. Evaluations
  - a. Review evaluation procedures that will obtain the data needed to provide informed decisions regarding the educational need for ASL services
  - b. Develop guidance procedures for IEP teams to use when determining the need to request an ASL evaluation, as well as guiding questions to help ensure that referrals are appropriate and address the specific questions needing to be answered through an evaluation
  - c. Provide topic-specific discussion and/or training sessions on ASL-specific evaluation procedures, tool use, and data analysis processes.
  - d. Develop report templates and sample evaluation documents to provide support and training to Teachers of the Deaf in developing reports that are consistent organization-wide
  - e. Develop guidance procedures for IEP teams to use when determining services to be recommended for IEP/IFSP
2. Curriculum
  - a. Determine needs to be addressed when providing services to students from a variety of ASL backgrounds (e.g., needs of L1 ASL users vs those of L2 ASL users)
  - b. Provide guidance in determining curriculum needs and obtaining and/or developing materials to address needs of individual students and their families
  - c. Support Teachers of the Deaf in creating lesson plans and choosing appropriate materials to address specific ASL knowledge and skills

3. In collaboration with department administrators
  - a. Review strategies for data collection to ensure appropriate monitoring of student progress with ASL development
  - b. Facilitate discussions between the Speech Language Pathologists, and Teachers of the Deaf and various staff regarding ASL to ensure effective collaboration to meet student needs
  - c. Maintain a library of resources and professional information to be shared with ASL team, other MECDHH providers, and district staff and families
4. Caseload
  - a. This position will have a small caseload, as determined by the Director or Assistant Director of Statewide Education and Family Services, in conjunction with the ASL Instructional Strategist

In collaboration with Coordinators will *ensure the provision of*:

1. ASL services to students by supporting Teachers of the Deaf
2. American Sign Language classes for students and families in person and/or virtually
3. Act as a resource to instructional staff related to language use, variation, technical signs, communication strategies, etc.
4. Attend and present at conferences or events as requested by Director or Assistant Director
5. Maintain professional digital calendar of all services and meetings
6. Report monthly activities as requested by Coordinator or Director or Assistant Director
7. Abide by all the policies and procedures of MECDHH/GBSD and federal/State regulations
8. Perform other related duties as assigned

- **Minimum Skills and Qualifications**

- Bachelor's Degree (Masters preferred)
- A minimum of 5 years of experience in Deaf Education
- ASLPI score of 4 or higher (preferred)
- Current Criminal History Records Check (CHRC) Certificate
- Certification requirements variable depending on background:
  - State of Maine Certification 292 Teacher of the Deaf or related certification/licensure
  - Such alternatives to the qualifications listed above as the Board may find appropriate and acceptable
- Background and knowledge in ASL linguistics/Deaf Studies
- Native or Native-like fluency in American Sign Language
- Experience conducting ASL/sign language evaluations
- Proven skills in the areas of organization, facilitation, program management, data management, and written English communication
- Experience using social media and digital technology or a willingness to learn

- Excellent interpersonal and communication skills
- Ability to deal effectively with a wide range of people in a helpful, positive and constructive way
- Ability to work independently, establish priorities, and work collaboratively as a member of a diverse community of professionals
- Knowledge of the variety of communication modalities used by students who are D/deaf or hard of hearing
- Sensitivity to cultural diversity, race, gender, and other individual differences in the workforce; recognize the value of diverse perspectives and experiences; and foster a work environment reflective of the community at large
- Willingness to work a flexible schedule in order to meet the needs of students, families, programs, and school district

### **Work Environment**

The job operates in public and private school classrooms. This job requires travel to see children and attend meetings. This job also operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, and fax machines. The noise level in the work environment is usually moderate.

### **Physical Demands**

The physical demands described here 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.

While performing the duties of this job, the employee is regularly required to sit, drive, as well as use hands to manipulate, handle, or feel. The employee is frequently required to reach with hands and arms. The employee is occasionally required to stand, walk, bend, stoop, kneel, or crouch. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

### **Other Duties**

Please note, this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

### **Benefits**

A competitive salary and benefits package, including medical/dental/vision insurance, tuition reimbursement, Maine Public Employees Retirement, paid sick and personal time, and federal public loan forgiveness is offered.

If interested in applying for this position, please click the **APPLY** link next to the **ASL Instructional Strategist** listing on our Career Opportunities page at <https://www.mecdh.org/professionals/career-opportunities>

**PLEASE NOTE:** Employment cannot be finalized until the applicant has completed requirements for complete background checks and fingerprinting as required by Maine state statute.

*We strongly encourage women, minorities, individuals with disabilities, and veterans to apply to all of our job openings.*