

JOB DESCRIPTION

JOB TITLE: Deaf Coach Coordinator, Part Time
EMPLOYER: Deaf Community Services of San Diego
DEPARTMENT: Youth and Family Services
REPORTS TO: Youth and Family Services Director
HOURLY RATE: \$17-19

SUMMARY: The Deaf Coach Coordinator is responsible for coordinating DCS' Deaf Mentorship Program including managing intake and family wait list, providing guidance and support for the coach team and collaborating with the Youth and Family Services Director. The Deaf Coach Coordinator will also provide coaching to families using the Deaf Coach curriculum as a guide to assist families in creating an accessible and visually friendly home environment. Through this, they help families learn American Sign Language (ASL) and establish strategies for communication, including language acquisition. Working hours are based on family need and may include nights and weekends.

DUTIES AND RESPONSIBILITIES:

- Coordinate Deaf Mentorship Program including providing information and resources to Local Education Agencies (LEAs), managing wait list, and supporting coach team
- Collect and maintain weekly Coach family reports and submit to the Youth & Family Services Director to track and evaluate families' process
- Use the Deaf Coach Curriculum as a platform and guide to education and services. Develop guidelines for deaf coaches to measure and maintain progress.
- Assist families in creating an accessible visual environment through language development and communication facilitation
- Provide Families with access to adults who have grown up Deaf and who can provide families with exposure to and opportunities for learning sign language for the purpose of communicating with their child
- Provide the Families strategies for communication especially visual communication
- Teach sign vocabulary and engage the family in sign language communication
- Ensure a non-judgmental and anti-biases environment for families by respecting parents' choices including supporting all types of communication modalities

QUALIFICATIONS:

- High School Diploma Required, BA/BS degree preferred
- Minimum of two years of experience working as a Deaf Coach or Early Intervention Program
- Minimum of one year working with youth in after school, childcare or day camp setting preferred
- Minimum of one year experience working with deaf and hard of hearing youth
- Familiarity with American Deaf Culture and the San Diego Deaf Community

COMPETENCIES:

- **Dependability**--Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work

when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.

- **Adaptability**--Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.
- **Teamwork**--Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.
- **Communication**--Communicates clearly and persuasively in positive or negative situations; Listens and gets clarification; Responds well to questions; Demonstrates group presentation skills; Participates in meetings.
- **Equity**--Demonstrates knowledge of EEO policy; Shows respect and sensitivity for cultural differences; Educates others on the value of diversity; Promotes a harassment-free environment; Builds and supports an equitable workforce.

BENEFITS: DCS offers a comprehensive employee benefit package to full-time employees which includes medical, dental, vision, life insurance and long term disability. Flexible Spending and Dependent Spending Accounts, as well as, other voluntary benefit coverages.

All employees have access to an Employee Assistance, Discount Program and 401K retirement options.

OTHER BENEFITS: Generous paid Personal, Sick and Vacation leave for full time employees. In addition, DCS observes twelve paid Holidays per year

APPLICATION DEADLINE: Open Until Filled

TO APPLY--submit the following:

1. Resume, typed; and
2. Cover Letter, video in ASL

Email: careers@dcsosfd.org

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1545 Hotel Circle South, Suite 300
San Diego, CA 92108

Fax: (619) 398-2444