



Infant Hearing Program – American Sign Language Consultant

1 Full-Time Position – Eastern IHP Region

Silent Voice is the only non-profit, charitable organization in the GTA that provides community- and family-based support to Deaf children and adults in American Sign Language (ASL). The Agency provides Deaf children and youth with recreational, sports, and leadership programming otherwise not accessible to them; teaches American Sign Language (ASL) to families where there is a Deaf child; runs the Sign Language Summer Program ASL day camp for Deaf children and their hearing siblings; reaches out to disadvantaged Deaf adults; provides essential services to those in need; provides settlement services; works in partnership to improve access to community services; and provides the ASL language development services of Ontario's Infant Hearing Program.

Opportunity:

Silent Voice is currently seeking **1 full-time IHP ASL Consultant** for Eastern and Southeastern IHP regions. This region covers Ottawa, Cornwall, Smith Falls, Kingston, Peterborough and the surrounding areas.

The IHP ASL Consultant reports to the Director of ASL Services and is responsible for providing ASL consultation services of the Ministry of Children, Community and Social Services (MCCSS) Infant Hearing Program (IHP) to families. Silent Voice's IHP ASL Services include conducting intake, language assessment, developing and monitoring language development plans, teaching families ASL, modeling learning strategies, and providing tools and resources to acquire ASL. This is done as part of the IHP team.

The primary duties required for this position include, but are not limited to:

- Conducting family intake and language assessments to identify immediate and longer-term needs and types of services/resources/referrals required
- Working with families and the IHP team to develop communication plans, set goals, and priorities; monitor plans and adjust to meet the needs of the family to achieve goals
- Conducting in-home and site visits and consultation through technology to teach and model language acquisition
- Teach ASL to families in the IHP ASL Services
- Develop ASL lessons and ASL resources to provide support to families learning ASL
- Conducting research and creating an inventory of resources with Program Director, to connect families with local resources on an on-going basis
- Evaluating and monitoring families' progress and planning, with Program Director
- Maintaining required program records and submit monthly and annual reports to the agency
- Maintaining overall management of client caseload and ensure appropriate and confidential handling of client information and files
- Operating in accordance with the policies, guidelines, and protocols of the program and partner organizations
- Performing other duties as required under the direction and supervision of the Program Director, and the Silent Voice Executive Director.

Qualifications and Skills:

- Bachelor's degree in a field related to Education, Early Childhood Education, ASL or other relevant education or equivalent experience
- 3+ years of related experience preferably in ASL instruction and language learning
- Fluency in American Sign Language and English is a requirement
- Background in early ASL literacy & ASL instruction
- Knowledge of language assessment
- Experience working with young children (0-6) and their families
- Proficiency in Microsoft Office suite
- Excellent written and communications skills
- Ability to work independently with little supervision
- Ability to conduct independent learning
- Presentation of an empathetic attitude, cultural sensitivity and commitment to anti-oppression
- Ability to manage multiple priorities
- Team player and experience working with diverse cultures and ethnicities
- Assessment and problem-solving skills
- Results oriented and self-starter
- Ability to work flexible hours is a requirement
- Strong interpersonal skills
- Willing to travel
- Valid Driver's License

Working conditions:

- The IHP ASL Consultant must be able to travel to conduct ASL sessions in families' homes and/or community centres, attend meetings, and other community events as required
- This position works out of a home office, involves travel, and the use of technology to conduct sessions with families and communicate remotely
- This position follows a standard 32-hour work week; however, occasional evening and overtime hours are required

DEADLINE: Candidates are invited to indicate their interest in this position by sending a resume and cover letter **by January 14, 2025 to Megan Youngs, Director of ASL Services at m.youngs@silentvoice.ca**

We thank all applicants for their interest in Silent Voice. However, only candidates selected for an interview will be contacted. No telephone/TTY calls please.