

**COUNTY OF ORANGE  
MUNICIPAL/SCHOOL  
JOB CLASSIFICATION SPECIFICATION**

**CLASS TITLE:** ASSISTIVE TECHNOLOGY SPECIALIST

**TITLE #:** 1820

**DISTINGUISHING FEATURES OF THE CLASS:** This is a technical position in BOCES or a school district involving responsibility for evaluating students' needs for assistive technology devices in order to provide new opportunities for communication and improved access to curriculum. The incumbent is also responsible for selecting, developing, modifying, and repairing assistive technology equipment and for providing training and technical assistance to students and others on using this equipment. Work is performed under the general supervision of the Director of Special Education with leeway allowed for exercising independent judgement in carrying out the details of the work. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Conducts screenings and evaluations for assistive technology needs of students referred for services;

Prepares reports and related documentation based on these evaluations;

Communicates results of evaluations and/or screenings to educators, administrators, parents and other service providers;

Assists in the selection, acquisition, use, development, modification, and repair of assistive technology equipment; examples of assistive technology equipment include, but are not limited to, object communication boards, assistive listening devices, electronic communication devices, computer access devices (i.e., switches, touch screens, head pointers, etc.), mobility devices, etc.;

Provides training and technical assistance to students, parents, and staff involved with students, on using assistive technology equipment and materials; this includes providing follow-up training as the student's needs and/or programming change;

Participates in and attends various program and team meetings;

Attends training as needed to update and enrich skills.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Thorough knowledge of assistive technology equipment and services; good knowledge of public school system and special education programs; good knowledge of various disabilities; good understanding of how access to curriculum is impacted by various disabilities; ability to evaluate and assess student's needs for assistive technology devices; ability to communicate effectively both orally and in writing; ability to work well with others; ability to train and provide technical assistance to students, parents, educators, and other service providers in using assistive technology equipment; good interpersonal skills; reliability; creativity; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Either:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Masters Degree in Biomedical Engineering or Bioengineering or related field and one (1) year experience involved in the selection and/or development of assistive technology equipment and training others in the use of assistive technology equipment; OR
- (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelors Degree in Communication Disorders, Rehabilitation Engineering, Computer Science & Engineering or related field and three (3) years experience as outlined in (A) above; OR
- (C) Possession of a current New York State license to practice as a Registered Physical or Occupational Therapist or Speech-Language Pathologist and three (3) years experience as outlined in (A) above.

**JURISDICTIONAL CLASSIFICATION:** Competitive

ADOPTED: 10/18/02 ms