

Assistive Computer Technology Specialist Description

Duties and Responsibilities

The Assistive Technology Specialist provides instruction, technical assistance, training and resource materials to students registered with the disability services office and faculty and staff of the institution within the areas of assistive and instructional computer technologies with an emphasis on assistive computer technologies for students with learning disabilities, visual disabilities, physical disabilities, or those who are deaf or hard of hearing.

The AT Specialist is expected to:

- develop and deliver face-to-face training for students in the use of assistive and instructional computer technology primarily for Windows and Macintosh computers
- develop hard-copy and online training materials for use with assistive computer technologies as they apply to the needs of students with disabilities
- Work with faculty and staff to support the assistive technology needs for students with disabilities.
- Provide technical assistance, consultation and training on the use of assistive computer technologies
- Act as a resource for technical assistance and support regarding the use of assistive and instructional computer technologies at the institution
- Evaluate and review innovative methods and practices of potential benefit to students with disabilities as well as emerging assistive and instructional computer technologies

Qualifications

Minimum qualifications include:

- A Bachelor's degree in the education of students with specific or multiple disabilities; special education; psychology, physical education with an emphasis in adaptive physical education; communicative disorders; rehabilitation; computer -based education; other computer related majors which include course work on adapted or assistive computer technology for students with disabilities;

Preferred qualifications include:

- Master's Degree in instructional design, special education, education or a related field.

- Experience using assistive computer technology and web based instructional resources for teaching and learning.
- Familiarity with state and national standards and guidelines which apply to equal access to technology and the provision of academic materials in alternate format for students and staff with disabilities.
- Experience with the use of assistive computer technologies for blind, low vision, deaf and hard of hearing, physically disabled and learning disabled students.
- Experience using instructional technology to design and develop training materials in a variety of delivery modes, preferably in an educational environment.

Knowledge and Abilities

- Knowledge of effective uses of a variety of assistive computer technologies such as screen readers for blind, Braille translation software, large print display systems, speech recognition systems as well as writing and productivity tools for students with learning disabilities.
- Understanding of Windows and Macintosh operating systems and cross platform issues of application software.
- Knowledge of learning theory and assessment methods.
- Ability to develop and assess educational programs.
- Experience in instructional design and training development.
- Familiarity with academic issues relevant to higher education student populations.
- Ability to work in a changing environment and manage multiple priorities.