

Class Concept

The primary purpose of the Symbol Board Technician position is to provide support and assistance to all speech and language staff. Assistance is provided through the fabrication of augmentative communication systems, adaptive switches and related materials, monitoring and maintenance of communication systems and direct training with individuals. The Symbol Board Technician is primarily involved in training with individuals who have the more complex and sophisticated electronic augmentative communication systems. The Symbol Board Technician provides technical assistance and some in-service training to staff under the direction of a responsible Speech-Language Pathologist and Audiology Clinic Manager. This position may also attend habilitation meetings with the responsible staff for individuals receiving services as appropriate. The Symbol Board Technician also serves as a resource to Audiologists by helping to monitor hearing aids and related devices as needed. All duties and written work are carried out under the supervision of a licensed Speech-Language Pathologist or Audiologist Clinic Manager.

Recruitment Standards

Knowledge, Skills, and Abilities

- Experience in communication and working with individuals with intellectual disabilities is a priority.
- Working Knowledge of augmentative and assistive communication is essential for this position.
- Ability to follow instructions and function independently or with minimal supervision, assist in maintaining work areas and materials and adapt to or perform a variety of training procedures.
- Willingness to carry out training and have ability to learn training techniques and apply them as needed. Good oral and written communication skills are essential.
- Good interpersonal skills are also needed.
- Basic knowledge of basic computer applications and electronics.

Minimum Education and Experience

Bachelor's degree preferably in human services field from an appropriately accredited institution and one (1) year of experience working with symbol boards; or

Associate's degree in human services field from an appropriately accredited institution including a six-month internship in a similar setting, and two (2) years of experience in habilitative programming with developmentally disabled of which 50% is working directly with symbol boards; or

High School or General Educational Development (GED) diploma and four (4) years of experience in habilitative programming with developmentally disabled of which 50% is working directly with symbol boards; or an equivalent combination of education and experience.