
Nevada Hands & Voices Advocacy Support & Training (ASTra) Educational Advocate Job Description

POSITION SUMMARY

ASTra Advocates are parents, DHH adults, and/or professionals who will undergo specialized training to provide educational advocacy support to families with children who are Deaf, deaf, hard of hearing, deafblind, or deaf with additional disabilities.

All ASTra Advocate positions will be for 10 hours per week for 50 weeks at a beginning pay rate of \$24/hour.

SPECIALIZED KNOWLEDGE AND SKILLS

- Understands and can uphold the unbiased mission of Hands & Voices to support families of deaf and hard of hearing children, regardless of their chosen language, technology, or modality use.
- Has knowledge and understanding of the impact of hearing differences on the family, child, and the child's education.
- Willingness to support and advocate in an unbiased way for a variety of placement options across the educational placement continuum.
- Desire to educate and empower parents to be advocates for their own children.
- Knowledge of the educational services and related resources available locally, regionally, and state/province wide that assist/serve families with children who are deaf and hard of hearing and their families.
- Has previous experience with the IFSP and IEP processes.
- Has knowledge of communication options, assistive technology, and educational philosophies prevalent in the field of deafness.
- Has strong interpersonal and communication skills.
- Able to proficiently read and write English for electronic communication and data reporting requirements.
- Previous advocacy experience either for their own child or on behalf of other families.

- Ability to encourage good communication between the parents and the Early Intervention, school staff, or other community professionals.
- Have basic technical ability to utilize multiple computer-based platforms.

PERFORMANCE EXPECTATIONS

- ASTra Advocates are expected to meet identified and trained protocols in a timely way. If the designated timelines cannot be met, ASTra Advocates are expected to contact the ASTra Program Coordinator and ask that the case be reassigned.
- ASTra Advocates must provide their own transportation and be willing to travel to meet with families. Authorized mileage and other expenses will be covered.
- ASTra Advocates must complete all necessary paperwork including notetaking and service logs as outlined in the ASTra program protocol.
- ASTra Advocates must maintain regular contact with the ASTra Program Coordinator, as outlined in the NVHV program protocol.
- ASTra Advocates must have access to the internet and be willing to conduct business via email and internet technologies as necessary.
- ASTra Advocates must attend mandatory initial training and on-going required trainings.
- ASTra Advocates must be able to attend meetings and events, including on occasional evenings or weekends.
- ASTra Advocates must maintain standards of confidentiality, including adhering to FERPA and HIPAA standards and protecting client health information, as outlined in the ASTra program protocol.
- ASTra Advocates will be members of and maintain good standing within the Hands & Voices organization.
- ASTra Advocates must treat all families with kindness and respect regardless of race, religion, socioeconomic status, or lifestyle choices even if they are inconsistent or in conflict with their own values. If an ASTra Advocate feels that they are unable to support a family, s/he must inform the ASTra Program Coordinator. Any unresolved or repeated occurrences of unprofessionalism of this nature may be grounds for termination.
- ASTra Advocates should be active within their communities and leaders throughout the state/province or territory in which they live and work.