

ALTERNATE MEDIA TECHNOLOGY SERVICE PROVIDER (categorically funded)

A full-time, 12 month, classified position starting January 2001.

Under the supervision of the DSPS Assistive Technology Specialist, provides technical assistance to the campus regarding access to media, distance education, and electronic information for persons with disabilities.

ESSENTIAL DUTIES/FUNCTIONS:

- Produces alternate media, enabling students/staff/community members with disabilities access to all instruction and services provided by the college. This will include the production of alternate print material such as e-text, large print, Braille, or audio recording.
- Provides access for persons with disabilities to electronic information such as closed/open captioning, kiosks, teleconferencing, audio description, or phone services.
- Provides access to Distance Education including the development of accessible web page design, frames, alt tags, or layout.
- Installs, operates and demonstrates assistive technology. Assembles appropriate assistive technology demonstration materials.
- Communicates and interfaces with the college computer support team, instructional computer lab coordinators, faculty, staff, and students regarding access to technology.

EDUCATION AND EXPERIENCE:

Minimum of a Bachelor's Degree with major course work in computer science, computer information systems, or multi-media. Must have experience working with students in the field of education or in service for people with disabilities.

KNOWLEDGE OF:

- Web access for students with disabilities (e.g. HTML, page design, frames, alt tags, layout)
- Basics of operating systems and network operations
- Standard application software
- Assistive technology (e.g. screen readers, voice recognition, screen magnification)
- Scanning and transcription of media to alternate formats (e.g. captioning)
- Alternate print material (e.g. Braille, audio-recording)
- Mission and organization of community colleges including an understanding of the diverse academic, socio-economic, cultural, disability, and ethnic backgrounds of community college students

ABILITY TO:

- Develop accessible media, distance education, and electronic information for persons with disabilities
- Establish and maintain effective working relationships with staff, faculty, and outside agencies