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| **Adaptive Technology Specialist** **Services for Students with Disabilities****Binghamton University****Binghamton, New York 13902-6000**Coordinate and provide adaptive technology and information accessibility services necessary to insure equitable access by students with disabilities to Binghamton University programs and activities.Primary Responsibilities:1. Research, order and track materials for conversion to accessible formats.
	1. Materials = course-related books, lecture notes, math and computer science equations, graphs, diagrams, electronic Blackboard materials, exams, etc.
	2. Accessible formats = computer-based images compatible with screen reader and electronic Braille technology, hard copy Braille, large print, audio recordings, etc.
2. Research, locate and recommend cost effective purchase of needed course materials already in appropriate accessible formats.
3. Convert print and electronic materials to accessible formats, including Braille, for students with print-related disabilities. (Braille conversions and proofing are time-consuming tasks, require focused visual concentration, and often entail use of specialized software to create tactile graphics)
4. Recruit, train, supervise, organize and track workflow of a small core of student assistants supporting conversion tasks, maintenance of Adaptive Computer Technology Rooms and Technology Loan Closet, and adaptive technology tutorials.
5. Maintain statistical data regarding student and professional staff time spent in completion of various tasks involved in alternate format text provision.
6. Coordinate and insure effective provision of classroom-based Computer-assisted Real-time Captioning (CART) services for students with significant hearing or auditory processing impairments and for whom sign language interpreting is not a suitable accommodation.
7. Research, coordinate and communicate with Computing Services in installation, placement, maintenance and upgrade of adaptive technology on university’s public use computers.
8. Assist with arrangement of alternate format exam accommodations for authorized students and their faculty.
9. Collaborate with others throughout university in strategic planning/shared responsibility for timely availability of equitable access to informational materials/technology by those with disabilities involving vision, hearing, auditory processing, upper limb use, speech, mobility etc.

Secondary Responsibilities:1. Continuously research/maintain professional knowledge of the latest adaptive/assistive technology for facilitating information access, bringing recommendations regarding acquisitions to Director/SSD staff meetings.
2. Consult/advocate with faculty/staff regarding disability-related challenges and solutions involving technology.
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| * Education: Bachelor’s Degree required. Master’s Degree preferred.
* Strong computer background and demonstrated competence in rapidly researching and learning new applications.
* Highly detail-oriented individual intrigued by tasks involving data management and attention to visual detail.
* Strong analytical and problem-solving abilities, excellent organizational and time management skills to implement and manage creative solutions.
* Demonstrated ability to work comfortably with diverse population, independently, as a leader, and as part of a team.
* Demonstrated ability to work in deadline-driven and high activity environment, and to effectively coordinate competing priorities.
* Demonstrated competence in effective verbal and written communication.
* Ability to assess and adapt to needs of individual students.
* Working knowledge of adaptive/assistive software, equipment and applications including alternate format conversion programs strongly preferred.
* Professional experience assisting individuals with disabilities with adaptive/assistive technology solutions in higher education setting, 1-3 years experience preferred.

To Apply: Send letter, resume, and contact information for three professional references to: <https://binghamton.interviewexchange.com>Application review begins on February 1, 2012 and will continue until position is filled.Binghamton University is an Equal Opportunity/Affirmative Action Employer.  |