

## **Job Duties and Responsibilities**

### **Chair of Accessibility Committee**

#### **Overview**

The overall role of the Chair is to ensure that Accessibility Committee members are well prepared for the meetings and that the meetings are proceeded efficiently and effectively. In addition, the Chair ensures the SDAD Board is informed of the Committee activities. The Accessibility Committee's main responsibilities are to address communication accessibility issues that may affect the lives of deaf and hard-of-hearing constituents in the State of South Dakota and advocate/educate/ promote communication accessibility to the governmental entities, agencies, businesses, organizations, and others, such as councils, museums, theaters, TV stations, etc.

#### **Duties and Responsibilities**

Address communication accessibility issues that may affect the lives of deaf and hard-of-hearing constituents in the State of South Dakota in areas of qualified interpreting, captioning, and others.

Identify issues and gather information that is important to deaf and hard-of-hearing constituents. Speak out on communication accessibility issues.

Promote, advocate, and educate individuals in the governmental entities (city and state), agencies, businesses, organizations, and others on the importance of communication accessibility for SD constituents who are deaf and hard of hearing.

Educate and train the deaf and hard-of-hearing individuals to become self-advocates when it comes to communication accessibility.

Encourage deaf and hard-of-hearing individuals to meet with local government officials, such as school board and city council members, etc.

Develop the manual of the Emergency Preparedness and work with the state and local government and emergency service providers to ensure effective communication with deaf and hard-of-hearing individuals by providing accommodations such as qualified interpreters, CART, assistive listening devices, or other auxiliary aids or services

Ensure that the communication systems are put in place in advance – before an emergency happens – to make sure deaf and hard-of-hearing people know about emergencies and how to respond. Emergency communication systems should be “redundant” – the message should be sent out to as many people and in as many formats as possible (by television, radio, phone, computer, cell phone, text messaging, pager, email system, and other means).

Submit a narrative report of the committee activities to the President every quarter.

Be present at the Board meetings and the organization's biennial conference upon request.