



Job Title: Certified Teacher of the Visually Impaired

Exemption Status/Test: Exempt

Reports to: Coordinator of Special Education

Date Revised: December 1, 2015

Dept. /School: Special Education

Primary Purpose:

Provide instructional support to students with visual impairments so they may be successful in their school programs. Provide instruction in compensatory skills, such as use of specific devices and equipment, daily living skills and self-advocacy, to maximize their participation in school activities, post-secondary school experiences and the community.

Qualifications:

Education/Certification:

Bachelor's degree from an accredited four year college or university
Valid Texas teaching certification
Valid Texas teaching certificate as a teacher of the visually impaired

Special Knowledge/Skills:

Knowledge of policies and procedures specific to the role of Teacher of the Visually Impaired
Knowledge of and ability to conduct Functional Vision Evaluations and Learning Media Assessments on students
Knowledge of curriculum and instruction at all grade levels
Ability to develop IEP goals/objectives specific to skills needed, as related to vision loss
Ability to participate in the ARD/IEP process
Ability to individualize services to student and work effectively with them one-on-one
Knowledge of the developmental needs of students related to vision loss for students of varying ability levels and ages
Ability to work cooperatively with campus teachers to assure the visually impaired students are able to participate in classroom activities with necessary accommodations
Knowledge of resources available through the district and in the community in support of vision needs
Ability to demonstrate strong organizational, communication and interpersonal skills
Ability to adjust to and be flexible to a multitude of situations in the school environment
Ability to work on a team
Drive self in own vehicle to multiple campuses to provide services

Experience:

Classroom teaching or related experience in providing direct services to a wide range of students with visual impairments.

Major Responsibilities and Duties

Technical Assistance

1. Serve the district as a resource and reference point for current information regarding education of the visually impaired
2. Provide technical assistance to parents, district staff members and other agencies related to appropriate services for students who are visually impaired
3. Provide technical assistance to district regarding IDEA rules and regulations regarding students with visually impairments

Communication/Collaboration

4. Participate in ARD/IFSP process for specific students with visual impairments
5. Participate in IEP development for specific students with visual impairments
6. Consult with district personnel on appropriate instructional strategies, techniques and materials for students with visual impairments
7. Participate in monthly team meetings and other in-service related activities to explore ideas, view new materials/equipment and share and exchange information

Problem Solving and Decision Making Skills

8. Exhibit initiative in finding and meeting needs and developing new ideas
9. Exhibit good judgment in interactions with all students
10. Identify problems and suggest solutions in a positive manner

Program Expertise

11. Remain abreast of trends and developments in education of the visually impaired.
12. Provide direct and consultative services for students with visual impairments as assigned.
13. Administer functional vision evaluation/learning media assessments; prepare accurate computer-generated report of evaluations, propose IEP/follow-up activities utilizing a format developed by Garland ISD; document progress and submit accurate student progress report each grading period; and prepare a summary of progress at least on an annual basis based on previously established IEP.
14. Address expanded core curriculum needs of all assigned students with visual impairments through ongoing evaluations, determination of need, implementation of programming and record keeping
15. Develop an itinerant schedule for providing instructional services.
16. Provide assistance in the selection, acquisition and use of adaptive/assistive equipment and/or devices.
17. Assume responsibilities for and maintain confidentiality relative to student record/data.
18. Maintain records relative to supplementary services for the visually impaired activities and submit such records at times specified. Be responsible for the accuracy of reports and caseload data.

Other Duties

19. Participate in team activities
20. Observe all district policies and procedures
21. Perform other duties and functions as required by the Director and/or Coordinator

Mental Demands/Physical Demands/Environmental Factors

Working Conditions: Traveling within the district; flexibility to respond to student needs; skills to cope with a variety of work environments; adaptability to change; capacity for positive response to situational factors/problems; initiative in developing solutions to needs/problems; managing multiple projects and task simultaneously; responding to high student demand and short timelines; sharing office space; exhibiting exemplary interpersonal communication; maintaining positive public relations

Tools/Equipment Used: Computer, Braille, abacus, other adaptive/assistive devices and equipment unique to needs of students with visual impairments; standard office equipment including personal computer and peripherals

Posture: Prolonged sitting; occasional bending/stooping, pushing/pulling, twisting

Motion: Repetitive hand motions, frequent keyboarding and use of mouse

Lifting: Occasional light lifting and carrying (under 50 pounds)

Environment: Frequent districtwide travel; occasional statewide travel

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsible and duties that may be assigned or skills that may be required.