

Position Description

Position: Vision Specialist	Board Approved: 3/11/2020
Salary Grade: Core Certificated Salary Schedule 1	FLSA: Exempt

Summary

Under general direction, assume responsibility providing assessment and consultant services to classroom teachers as well as direct instruction to pupils with visual impairments as needs are identified. The Vision Specialist Teacher is responsible for monitoring and evaluating student progress; researching, obtaining and providing instructional materials for special education vision services; and serving as an informational resource for students, parents, District personnel and community organizations.

Essential Duties and Responsibilities

- Conducts assessment and evaluation of students' vision needs.
- Attends and serves as a member of the IEP team to determine eligibility of students for program.
- Assists in the development of IEP instructional goals and objectives; assists in identifying other related services for the student.
- Evaluates student progress on IEP instructional goals and objectives and submits reports in a timely manner to coincide with IEP review meetings.
- Provides student instruction and establishes a varied environment which accommodates the differing ways students learn.
- Consults on a regular basis with classroom teachers in planning the instructional program for students with visual impairment.
- Provides, secures, or develops special equipment and materials including tapes, books, software, digital and electronic materials, as available and needed for each student.
- Teaches special skills as needed which may include braille, typing, writing, daily living, prevocational skills, and community access.
- Works directly with individual students with visual impairment and develops goals and objectives.
- Coordinates with District staff on special equipment and curriculum through a variety of sources and agencies such as the clearinghouse depository, library of congress and state textbook department for acquiring materials and assists with orders, cataloging, distributing, and filing materials.
- Prepares reports required by state and/or county.
- Obtains required reports and consults with pupils' physician regarding pupils' physical condition.
- Prepares pupil year-end progress reports; performs other appropriate tasks as assigned.
- Maintains collaborative and cooperative working relationships with parents, staff, school District personnel, and other community service agencies.
- Maintains effective and timely written and oral communication with parents, staff, school personnel, and community agencies; attends various school related meetings.
- Provides in-service training and consultation to staff, school District personnel, volunteers, and agency personnel; works with regular education staff to foster integration of special education students; participates in professional development activities.

Qualifications

- **Knowledge and Skills**
- Knowledge of special education laws and policies.

- Principles, practices, procedures, rules, codes, regulations, techniques and strategies of the District and assigned responsibilities.
- Principles and techniques of individualized instruction and behavior management.
- Assessment, subject area, and instructional methods, techniques and tools for students with visual impairment; practices used to develop skills related to self-help; equipment and devices used to teach students with visual impairment.
- Current trends and innovations related to educating students with visual impairment.
- Psychological, social and vocational impacts of visual impairment.
- Post-high school vocational opportunities for students with visual impairment.
- Community service agencies and resources for students with visual impairment.
- Braille and the use of braille in a school setting; and individual education plan requirements and implementation.
- Effective project management skills; risk management; interpersonal skills utilizing tact, patience and courtesy.
- Proficient computer technology and software skills.

▪ **Abilities**

- Teach children in grade levels and age ranges as assigned.
- Administer, analyze, and interpret a variety of assessment measures to identify individual needs, establish appropriate and measurable goals and objectives, and evaluate student progress.
- Assess a student's vision needs and identify appropriate instructional techniques and visual aid devices; design and implement Individual Educational Plans.
- Implement student transition and intervention plans.
- Develop and provide instructional materials and strategies appropriate to student needs.
- Establish and maintain a program of instruction and learning to enhance the development of students.
- Learn about and implement the use of new devices and emerging technology related to visual impairment.
- Work independently and function as a positive, contributing member of an educational team collaborating with parents, community, District staff and colleagues.
- Communicate effectively both verbally and in writing to sufficiently express ideas, thoughts, lesson materials and instructions clearly to students, parents, community and staff; manage and prioritize multiple activities and responsibilities.
- Analyze situations accurately and adopt an effective course of action.
- Maintain accurate student records and submit reports in a timely manner.
- Apply policies and procedures related to the assigned duties and responsibilities of the position with good judgment in a variety of situations.

▪ **Physical Abilities**

Requires ability to lift, carry, push and/or pull items with a strength factor of light work. Hear and speak to exchange information in person and on the telephone. Possess dexterity of hands and fingers to operate a computer keyboard and adjust computer equipment. Bend at the waist, kneel, or crouch. Sit or stand for extended periods of time. Climb a stool or ladder and reach above shoulders.

▪ **Education and Experience**

Education Specialist Instruction Credential –Visual Impairment credential. Possession of a Master's degree preferred. Other professional experiences in-service training activities for professionals and parents.

▪ **Licenses and Certificates**

Valid CA Education Specialist: Visual Impairment credential with English Language Learner authorization required. Valid California driver's license and current proof of insurance are required.

▪ **Working Conditions**

The work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. This position will include office and school environments.

Hazards

None identified.