



## POSITION GUIDE

**Position Title:** Teacher of the Visually Impaired

**Code:**

**Department:** Early Childhood & Special Education Services

**Group:** PROF

**Reports to:** Program Supervisor

**Date:**

### PURPOSE OF POSITION:

The Teacher of the Visually Impaired is responsible for providing educational services to those school-age children with visual loss who are enrolled in the public schools in Lancaster and Lebanon Counties. The itinerant teacher shall provide services to the teacher, parents and school district as necessary.

### ESSENTIAL FUNCTIONS:

***All job functions are to be executed through the lens of high quality customer service. Customers are defined as both internal and external clients. Examples demonstrative of high quality service may include, but are not limited to, the following:***

- ***prompt responsiveness to inquiries***
- ***professional and courteous verbal and nonverbal communication***
- ***proactive problem solving***

1. Evaluates the specific needs of a child with vision loss to determine extent of the problem.
2. Chairs the Multidisciplinary Team for vision re-evaluations.
3. Develops an IEP and /or a service plan which shall be provided for the child utilizing the resources of the school district, the IU, and the community.
4. Advises the significant staff of the school district of the specific needs of the child and makes recommendations as to how the needs should be met.
5. Provides for the acquisition and delivery of all necessary equipment and adapted materials to aid the child.
6. Instructs children with the vision loss on a regular basis, as determined by need, and provides specific consultation to the teachers and other professionals as needed to enhance the learning climate of the children.
7. Keeps an inventory of all equipment owned by the Intermediate Unit for visually impaired and disseminates the equipment as necessary.
8. Assists the Supervisor of Sensory Impaired Programs in conducting the annual survey of Blind and Visually Impaired.
9. Advises the Supervisor of Sensory Impaired Programs as to the specific needs of children within the Intermediate Unit as related to program development.

***This is not a complete itemization of all facets of this position.***

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10. Adheres to the established work schedule through regular and consistent attendance.
11. Contributes to the effective team management of all problems, issues, and, opportunities.
12. Performs other functions as requested by the Supervisor of Sensory Impaired Programs.
13. Follows all federal, state and local laws/ requirements pertaining to privacy practices, including but not limited to, FERPA and HIPAA. In addition, knows, observes and adheres to all LLIU policies and procedures.

### **MARGINAL FUNCTIONS:**

Marginal Function will vary with the specified assignment and depend on the particular unit function for which the person is responsible.

### **KNOWLEDGE & SKILL REQUIREMENTS:**

<b>Education Required:</b>	Bachelor's Degree
<b>Certificate Required:</b>	PA Certification in Education Visually Impaired
<b>Experience Required:</b>	One year of public school experience preferred
<b>Other Qualifications:</b>	Ability to assess educational needs of visually impaired children. Ability to relate well with other professionals. Ability to organize and develop own plans and follow through.

### **PHYSICAL/MENTAL/ENVIRONMENT:**

#### Physical Demands:

<b>Activities:</b>	Sit: 60% Walk/stand: 40% Driving to other locations: itinerant position, driving between locations
<b>Lifting:</b>	Up to 20 lbs. - Lifting of light boxes and office material (unless otherwise noted below) Minimal assistance of technology for children with vision loss
<b>Vision:</b>	Close concentration

**Mental Demands:** Interpret, analyze and problem solve

**Environment:** Normal classroom environment