JOB DESCRIPTION
EXTENDED SCHOOL YEAR
TEACHER OF THE VISUALLY IMPAIRED
SPECIALIZED STUDENT SERVICES

JOB DESCRIPTION CREATION / REVISION DATE: 4/17/2012

POSITION TITLE: Teacher of the Visually Impaired

DEPARTMENT: Specialized Student Services

REPORTS TO: Building Principal

SUPERVISES: N/A

POSITION GOAL(S):
The primary goal of the vision itinerant program is to serve students with vision loss who are experiencing educational difficulties so that they may adequately function within their school setting.

JOB DUTIES / ACCOUNTABILITIES:
1. Provide individualized instruction to students who are blind or visually impaired
2. Interpret vision evaluations and other reports regarding visual impairment.
3. Consult with health services to provide information about vision impairment.
4. Modification of classroom assignments and tests for caseload students
5. Ongoing collaboration and communication with parents and staff
6. Complete diagnostic components determined on domains sheet
7. Shared responsibility for testing students as determined by School Service Team discussion
8. Enter diagnostic information into data based screens and create hard copy of diagnostic report
9. Attend School Service Team and IEP meetings
10. Complete data based screens for annual reviews/re-evaluations for case load students
11. Shared responsibility for entering present levels of information for initial evaluations including ELL evaluations as determined by School Service Team discussions
12. Update progress reports at the marking period
13. Develop transition plans and Summary of Performance for students 14 years or older
14. Determine accommodations needed as related to the student’s vision impairment.
15. Implement goals as stated in IEP through direct and consult services.
16. Work collaboratively with school personnel to implement accommodations.
17. Manage adaptive equipment.
18. Act as case manager and oversee IEP and implementation of services
19. Monitor case load for annual review and re-evaluation dates
20. Maintain appropriate and accurate records.
22. Inservice staff regarding vision loss.
23. Create a schedule that takes into consideration the schedules of students and classroom teacher.
24. Attend building/department meetings in accordance with ETA collective bargaining agreement
25. Attend school professional development
26. Perform other requirements of the job in accordance with the ETA collective bargaining
agreement.
27. Performs other duties as assigned by the building principal and administrative staff

EXPERIENCE / KNOWLEDGE:
28. Effective communication skills.
29. Knowledge of vision loss, adverse effects, and educational needs.
30. Ability to work collaboratively with school personnel.
31. Ability to choose appropriate formal and informal testing materials, administer tests, interpret results, and create IEP.
32. Previous experience in special education

EDUCATION:
33. Bachelor’s Degree in Education from accredited university
34. Illinois Type 10 or Type 3/9 Teaching Certificate with an endorsement in Vision Impairment
35. Highly Qualified under state and federal guidelines
36. Bilingual - Spanish/English (written/verbal) preferred.

PHYSICAL DEMANDS:
37. Must be able to commute between several different locations throughout the district.
38. Must be able to work in a variety of school settings.
39. Must be able to lift and carry instructional materials in and out of buildings.

TERMS OF EMPLOYMENT:
Temporary for summer ESY.

EVALUATION:
Performance of this job will be evaluated in accordance with provisions of the Board’s policy on evaluation of employees.

Employee Signature: ________________________________    Date: _____________

Supervisor Signature: ________________________________    Date: _____________