

SAN MATEO COUNTY OFFICE OF EDUCATION

TEACHER, VISUALLY IMPAIRED/ORIENTATION AND MOBILITY

JOB SUMMARY

Under the direction of an assigned administrator, provide instruction to visually impaired students in developing orientation and mobility expertise at school and in the community; design and provide an educational program that addresses academic, social and emotional needs; assess, monitor and report on student progress and work collaboratively with parents, staff and agencies to address educational needs of students.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provide individualized instruction, remedial instruction, and accommodations/modifications for the purpose of addressing students' academic and social needs as determined by assessment results;
- Participate on the IEP team to design individual educational programs for special education students who require orientation and mobility services; conduct on-going reviews of the IEP and monitor progress;
- Assess students using formal and informal assessments for the purpose of identifying educational needs including curricular, social and equipment needs; monitor, evaluate and report on the progress of students;
- Confer with parents and professional staff for the purpose of addressing problems and/or concerns related to the education of the visually impaired student;
- Counsel students and their parents for the purpose of facilitating/supporting vocational planning, social adjustment, orientation and mobility needs, and agency/support service awareness;
- Establish and maintain a cooperative working relationship with community agencies for the purpose of facilitating the educational program for students;
- Serve as a resource to general and special education teachers, provide formal and informal training, guidance and assistance to educators, parents, service providers and agencies, as needed;
- Assist in the assessment of referred students;
- Direct, train and supervise personnel, as assigned;
- Maintain books and materials required for visually impaired students for the purpose of accessing current curriculum including ordering, inventorying, storing, and issuing books and materials;
- Provide Braille instruction and training in other special learning media for the purpose of assisting students in accessing classroom curriculum;
- Provide large print Braille, taped and recorded materials required by the classroom teacher for the purpose of assisting students in accessing classroom curriculum and to participate socially;
- Transcribe/enlarge classroom assignments into Braille/large print for the purpose of assisting students in accessing the curriculum;
- Maintain accurate records of pupil enrollment registers, service schedules, assessment data collection, and other required information;
- Establish and maintain a sanitary, safe, orderly, attractive and positive learning environment;
- Maintain strict student and parent confidentiality;
- Stay current with issues, laws and regulations regarding orientation and mobility services, special education, educational trends, and other issues related to children with exceptional needs;
- Perform other related duties, as assigned.

REQUIRED QUALIFICATIONS

Knowledge of:

- Instruction, assessment, accommodations and modifications for visually impaired students;
- Visual impairments, development and related educational needs and available resources for the visually impaired and how to obtain them;
- Braille code awareness, operation and use of current assistive technology required for visually impaired students;
- IEP process;
- Transition planning for visually impaired students;
- Child growth, development and behavioral characteristics;

- Positive discipline and classroom management techniques;
- Applicable policies, guidelines, rules, regulations, laws and codes.

Ability and Skills to:

- Instruct and assess visually impaired students;
- Design individual educational programs for visually impaired students;
- Provide Braille instruction and transcription;
- Identify and facilitate use of appropriate instructional materials and equipment;
- Work effectively in a team environment with parents, staff, service providers and agencies.
- Counsel, confer and collaborate with students, parents, professionals and agencies;
- Provide training, guidance and assistance to parents, professionals and agencies;
- Train, evaluate and oversee the work of assigned personnel;
- Communicate effectively orally and in writing;
- Resolve conflicts and issues in a timely and effective manner;
- Multi-task, meet deadlines and complete assessments;
- Use sound judgment and make decisions effectively.

WORKING ENVIRONMENT:

Indoor work environment

Physical Demands:

- Ability to stoop, bend, sit, stand, stretch, grasp, pull, push and walk;
- Seeing to read a variety of materials;
- Sitting or standing for extended periods of time;
- Ability to react quickly;
- Hearing and speaking to exchange information and make presentations;
- Dexterity of hands and fingers to operate a computer keyboard.