

COLONIAL INTERMEDIATE UNIT 20

POSITION DESCRIPTION

- TITLE:** Teacher of the Visually Impaired
- QUALIFICATIONS:** Pennsylvania Department of Education certification as Teacher of the Visually Impaired; minimum of a Bachelor's Degree
- REPORTS TO:** Supervisor of Special Education
- LOCATION:** Position is itinerant, serving schools assigned by supervisor, according to needs
- JOB GOAL:** Assist students with vision acuity losses, which adversely affect their educational achievement - Early Intervention and K-12.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Evaluate vision referrals, inventory and investigate the student's academic profile to date.
2. Actively participate on Multi-Disciplinary Teams (MDT's) in the Multi-Disciplinary Evaluations (MDE's).
3. Provide input for Evaluation Reports (ER's). Write ER's where the Teacher of the Visually Impaired is the case manager.
4. Complete Individual Education Plan (IEP's) with parents. Keep records including data on the instructional program, progress and attendance in accordance with Federal and State Regulations and local policies.
5. Provide instruction and assistance to the visually impaired students as needed through avenues including:
 - a. Suggestions to the classroom teacher and counselors regarding how the student may be better served.
 - b. Assist the student in subject areas where additional help is needed.
 - c. Teach the student skills which, because of his visual impaired??, will be useful to him.
 - d. Review/revise the students' individual IEP at least one a year.
 - e. Cooperate with the reevaluation team assigned to update the students' IEP's.
6. Provide vision screening and consultation to school personnel upon request.
7. Discuss concerns and make recommendations for visually impaired pupils with school personnel, other professionals and parents as necessary.
8. Recommend preferential seating as needed.

9. Procure large print and Braille books, materials, magnifiers, etc. for students.
 - a. Survey the districts for anticipated instructional needs.
 - b. Locate and supply information on materials from sources such as the Intermediate Unit vision staff library, PennTech, American Printing House for the Blind and commercial and/or volunteer organizations. These items include Braille, large printed materials, tapes, audit recordings, magnifying devices and general supplies concerning the visually impaired.
 - c. Obtain books and supplies, which do not involve a district purchase.
 - d. Distribute special books and materials to the respective students enrolled in our program.
 - e. Collect and return books and materials to the CIU 20 office.
 - f. Maintain an accurate inventory of the staff's books, materials and equipment.
10. Consult with eye specialists, parents, school personnel or other professional personnel.
11. Refer students to other educational departments according to needs.
12. Act as liaison between the visually impaired student, parents, districts and schools for visually impaired students.
13. Complete periodic reports on pupils and program status.
14. Profit from opportunities for professional growth and provide information to increase public awareness of vision disorders, instruction for the visually impaired and program details.
15. Attend staff meetings and serves on staff committees as required.
16. Assume responsibility for materials, equipment and facilities.
17. Respond positively to supervision and suggestions for improvement.
18. Work to stay current in subject and/or content area, as well as instructional techniques.
19. Ability to commute between buildings/districts throughout the day and week.
20. Ability to stand, walk and sit continuously.
21. Ability to push, pull and lift items occasionally.

OTHER MAJOR DUTIES AND RESPONSIBILITIES:

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job related instructions and to perform any other job related duties requested by their supervisor.

TERMS OF EMPLOYMENT:

1. Salary and work year to be established by the board.

In accordance with state and federal law, reasonable accommodations will be considered upon employee request.