

JOB TITLE: TEACHER OF VISUALLY IMPAIRED

JOB DESCRIPTION:

This employee is responsible for organizing and implementing an instructional program for visually impaired students and meeting the duties of teaching as outlined in laws and policies.

Duties of this position include but are not limited to:

1. **Planning:**
 - a. Designing the exceptional student education program so that it is consistent with the total educational philosophy of the district.
 - b. Continuing professional growth through educational meetings, visiting related facilities, reading professional literature, and exchanging ideas among the district staff.
 - c. Working in coordination with other ESE teachers in planning and developing the program.

2. **Programming:**
 - a. Preparing, implementing, and evaluating an annual educational plan for each student based on individually assessed needs in accordance with district procedures.
 - b. Using appropriate assessment instruments pertinent to instructional areas.
 - c. Preparing lesson plans for each student.
 - d. Providing appropriate schedules for exceptional students involving school personnel as required.
 - e. Seeking a variety of services through community resources and agencies to meet the needs of exceptional students.
 - f. Providing specialized instructional techniques and media through individual and/or group sessions designed to meet the educational, social and emotional needs of the students.
 - g. Participating in the in-school staffing and screening processes as appropriate.
 - h. Participating on evaluation teams for visually impaired students as appropriate.
 - i. Making available to teachers instructional ideas and materials that are appropriate for the exceptional student within the classroom situation as requested.

3. **Public Relations:**
 - a. Cooperating with school personnel in coordinating ESE services within the school.
 - b. Conferring with the classroom teacher as requested concerning any educational needs of the student.
 - c. Developing and conducting an inservice program to inform classroom teacher of the goals and objectives of the ESE program and ways of achieving them in the school setting.
 - d. Assist in providing information to community groups and parents concerning ESE programs as requested.
 - e. Assist in coordinating and providing news releases through the immediate supervisor for local news media as requested.

4. Reporting:
- a. Ensuring that each student in the program has necessary evaluation records in his/her permanent folder.
 - b. Furnishing the principal with current exceptional student schedules.
 - c. Completing progress reports on each student in the program.
 - d. Supplying progress reports to school personnel and to parents of exceptional students as necessary and requested.
 - e. Completing reports for appropriate local, state, federal and educational agencies.
 - f. Referring those students who require further evaluation or follow-up services to the appropriate school personnel or community agencies.
 - g. Other responsibilities as directed by his/her immediate supervisor.

REQUIRED QUALIFICATIONS:

- 1. Bachelor's degree.
- 2. Valid Florida certification in field.

DESIRED QUALIFICATIONS:

- 1. Graduate work beyond the bachelor's degree.
- 2. Classroom teaching experience.
- 3. Experience in a like position.