

SANTA CRUZ COUNTY OFFICE OF EDUCATION

VISUALLY HANDICAPPED SPECIALIST

DEFINITION

To provide specialized instruction to students with visual impairments as needs are identified; provide assessment, adapted instructional materials and consultation services to students and teachers in area of specialty; and perform related Visually Handicapped Specialist duties as assigned.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Assess individual abilities and needs of students with impairments and provide appropriate levels of directed learning experiences.

Prepare reports and attend Individual Education Program meetings.

Establish realistic and appropriate goals and objectives for each assigned student.

Design and effectively implement an appropriate learning program for each student.

Consult with instructional staff, parents, physicians, and outside agencies regarding specific needs of students with visual impairments.

Modify and individualize instructional programs for the purpose of helping students to fully participate in directed learning activities.

Evaluate, through observation, performances of each student using checklists and progress charts, and adjust learning activities accordingly.

Interpret specialized educational program objectives to students, parents, teachers, community members and others as required.

Review, prepare, and maintain records and confidential files; write reports.

Transcribe lessons, books and computer software into Braille or large print for blind and/or low-vision students. Identify and use technology and specialized equipment for students' needs.

Promote development of positive self-esteem and feelings of accomplishment with students, teachers, and parents.

Work within budget to purchase, create, and organize specialized materials and resources needed to carry out assigned job duties.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Modern and effective teaching methods, practices, and techniques, including those within the domain of the required credential.

Applicable rules and regulations pertaining to the Special Education Program.

Design and implementation of effective specialized educational service program appropriate for assigned students.

Skill and Ability to:

Assess individual student needs, establish realistic and appropriate goals and objectives, and design and implement specialized learning programs.

Communicate orally and in writing sufficiently to express ideas, thoughts, and instructions clearly to students and staff.

Plan and conduct a system of continuous evaluation of each student's progress.

Interact with students, staff, parents, and others in an open and constructive manner.

Keep accurate records and submit reports in a timely manner.

Meet the physical requirements necessary to perform assigned duties in a safe and effective manner for self and others.

EDUCATION AND EXPERIENCE

Any combination of education, training, and experience that would likely provide the required knowledge and skills is qualifying. A typical way to obtain the required knowledge and skills would be:

Education:

Possession of a Bachelor's Degree.

Experience:

Recent teaching experience including experience and/or training within the domain of the required credential along with some experience/training with special education students.

License or certificate:

Possession of an appropriate California Teaching Credential.

Possession of a valid Class C California Driver's License.

Insurability by the designed liability carrier for the Santa Cruz County Office of Education.

SPECIAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Essential duties require the following physical skills and work environment:

Standing and walking short distances frequently on a daily basis; bending, twisting, kneeling, and pushing/pulling regularly to occasionally; lifting 75 lbs. maximum with frequent lifting and/or carrying objects weighing 25 to 50 lbs.

Frequent use of hands, vision, hearing, speech/language processes. Physical strength and emotional stamina sufficient to organize and coordinate a variety of activities; ability to use a variety of specialized instructional and assessment materials and supplies, telephone, computer, Braille equipment and supplies, files, luggage cart, and automobile.

Assigned work is normally performed in a school site or home environment. Frequent travel between school sites and homes is required along with continuous contact with school staff, students, and parents medical staff, and community agencies.

Approval Date: September, 1995.