

**ST. TAMMANNY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

JOB DESCRIPTION

TITLE: Orientation and Mobility Specialist (FLSA Status: Non-Exempt)

MINIMUM QUALIFICATIONS: United States citizen or authorized alien; graduate of an accredited college or university, Bachelor's/Master's degree; certified by the Association for the Education and Rehabilitation of Blind and Visually Impaired, or other recognized state or national certifying authority; physical and mental stamina and ability to perform job functions, tasks and duties.

REPORTS TO: Principal

PERFORMANCE RESPONSIBILITIES:

1. The specialist develops an orientation and mobility-training program that includes sighted guide and cane techniques.
2. The specialist conducts individual orientation and mobility screening and/or diagnostic assessment of students.
3. The specialist analyzes screening and diagnostic data and prepares a written report to be included in the Individual Evaluation Program.
4. The specialist makes recommendations for orientation and mobility skills development related services, and techniques for working with the student.

INSTRUCTIONAL RESPONSIBILITIES:

1. The specialist provides direct services to students when indicated, for pre-cane skills, sighted guide, protection, navigation, familiarization, and cane skills leading to independent travel.
2. The specialist provides consultation services concerning methods and techniques related to the development of orientation and mobility skills.
3. The specialist participates as a member of the IEP committee as appropriate.
4. The specialist provides itinerant consultative services for the visually impaired, under the direction of a certified teacher of the visually impaired.
5. The specialist delivers instruction/training effectively.
6. The specialist presents appropriate skills.
7. The specialist provides opportunities for student involvement in the learning/training process. The specialist assesses student progress.

SCHOOL/COMMUNITY RELATIONS RESPONSIBILITIES:

1. The specialist works to achieve maximum understanding and support of public education.
2. The specialist demonstrates the highest ethical standards characterized by the profession when dealing with colleagues, students and parents.
3. The specialist demonstrates a genuine interest in students and a dedication to the discovery of potential in each one.

OTHER PROFESSIONAL RESPONSIBILITIES:

1. The specialist meets and instructs students at designated times and locations.
2. The specialist prepares for assigned students and shows written evidence at designated times.
3. The specialist supervises assigned students at all times.
4. The specialist arrives and leaves in a timely fashion.
5. The specialist attends and participates in faculty, departmental and committee meetings as required.
6. The specialist upholds and enforces all school rules and policies of the St. Tammany Parish School Board.
7. The specialist maintains communication with parents.
8. The specialist takes reasonable steps to assure a clean, pleasant and positive training environment.

PROFESSIONAL DEVELOPMENT RESPONSIBILITIES:

1. The specialist plans for professional self-development.
2. The specialist uses evaluations to grow professionally.
3. The specialist participates in activities that will facilitate professional growth and development.
4. The specialist makes use of recommendations for improvement.

ADDITIONAL DUTIES AND RESPONSIBILITIES: Performs other tasks as assigned by appropriate authority.

TERMS OF EMPLOYMENT: Nine months, salary in accordance with current teacher salary schedule.

ACCOUNTABILITY: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation or Support Services Personnel.

The Superintendent reserves the right to review, update, or change the job any/all duties due to changes in job content, organizational structure, or state or federal laws.

Approved by: _____ **Date:** _____

Reviewed and Agreed to by: _____ **Date:** _____
(Incumbent)

Incumbent's Name (Please Print)

Employee Identification Number

**Original-Human Resources
(01/07)**

Copy-School Files

Copy-Employee