

JOB DESCRIPTION
San Diego County Office of Education

SPECIAL EDUCATION TEACHER – VISUAL IMPAIRMENTS

Purpose Statement:

Under the general direction of the SELPA Director or designee, provide instruction to students with a range of visual impairments within the SELPA.

Diversity Statement:

Because each person is born with inherent worth and dignity, and because equitable access and opportunity are essential to a just, educated society, SDCOE employee commitments include being respectful of differences and diverse perspectives, as well as being accountable for their actions and their impact.

Representative Duties:

This position description is intended to describe the general nature and level of work being performed by the employee assigned to the position. This description is not an exhaustive list of all duties, responsibilities, knowledge, skills, abilities, and working conditions associated with the position. Incumbents may be required to perform any combination of these duties. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

Essential Functions:

- Serves students with a range of visual impairments in general education and/or special education settings (pull-out or push-in), including home or other natural environments per IFSPs/IEPs
- Assesses students on caseload as required
- Anticipates need for state/district assessment accommodations
- Instructs classroom staff on disability related considerations and needed accommodations to instruction
- Instructs school staff on issues and challenges for students with visual impairments relative to participation and instruction in the school community
- Informs parents on how visual impairments impact the student lives at home and in the community
- Develops and implements teaching units and materials for students at the classroom level around disability awareness/visual impairment
- Develops general familiarity with district curriculum and state standards to anticipate needed accommodations/modifications
- Provides needed accommodations to classrooms
- Develops required reports, including IFSPs and IEPs conduct annual reviews and triennial reviews to ensure compliance with legal timelines
- Submits all required paperwork within timelines

- Maintains complete student files to include all special education documentation, student data
- Logs parent contact logs, etc.
- Communicates regularly with the SELPA Office and District Office Special Education Department
- Participates and attends staff meetings, professional development, and related work shifts, and district and SELPA level meetings
- Completes other tasks as deemed appropriate by the immediate supervisor and/or the superintendent

Other Functions:

- Perform other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Working Environment:

ENVIRONMENT:

Duties are typically performed in a classroom, office, or home setting. Incumbents will work with a variety of students with visual impairments, infant through young adults. Incumbents must have reliable transportation to and from schools, homes, and meeting sites through San Diego County as assigned.

PHYSICAL ABILITIES:

Must be able to hear and speak to exchange information; see to perform assigned duties; sit or stand for extended periods of time; possess dexterity of hands and fingers to operate computer and other office equipment; kneel, bend at the waist, and reach overhead, above the shoulders and horizontally, to retrieve and store files; lift light objects up to 50 pounds.

Job Requirements: Minimum Qualifications:

Knowledge and Abilities

KNOWLEDGE OF:

Variety of strategies designed to assess and teach visually impaired students from birth through twenty-one (21).

Applicable laws, rules, regulations, and policies

ABILITY TO:

Promote a human-centered culture that elevates the strengths of others creating a sense of belongingness;

Practice cultural competency while working collaboratively with diverse groups and individuals;

Organize and manage assigned caseload;

Establish and maintain effective relationships with those contacted in the course of work;

Maintain records and prepare reports;

Monitor and evaluate student progress;

Train and provide work direction to others;

Maintain current knowledge of program rules, regulations, requirements, and restrictions;

Analyze situations accurately and adopt an effective course of action;

Work independently with little direction;

Meet schedules and timelines;

Demonstrate attendance sufficient to complete the duties of the position as required;

Communicate effectively in Spanish (some assignments);

Education and Experience

Experience: Experience working with students from birth through twenty-one (21) is preferred. Must have experience working as a member of a multidisciplinary team doing assessments, interpreting ophthalmological evaluations, writing intervention plans, and providing family/staff consultation and;

Education: Bachelor’s degree in visual impairment or graduate studies in visual impairment or other related field preferred; or,

Equivalency: A combination of education and experience equivalent to a bachelor’s degree in visual impairment or graduate studies in visual impairment or other related field preferred and experience working with students from birth through twenty-one (21) is preferred. Must have experience working as a member of a multidisciplinary team doing assessments, interpreting ophthalmological evaluations, writing intervention plans, and providing family/staff consultation.

Required Testing
N/A

Certificates, Licenses, Credentials
Valid Education Specialist teaching credential with an authorization in Visual Impairments; or equivalent document.
CPR and First Aid certification highly desirable.
Valid California Driver’s License


Continuing Educ./Training
N/A

Clearances
Criminal Justice Fingerprint/Background Clearance
Physical Exam including drug screen
Tuberculosis Clearance

FLSA Status: Non-Exempt

Salary Grade SELPA Teacher Compensation Plan, Salary Plan 064

Approval Date: 06/2020

Approved by: 

Dr. Yolanda Rogers, assistant superintendent
Human Resources Services

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Revised: 08/20, 07/24