

**PLANO INDEPENDENT SCHOOL DISTRICT  
Job Description**

<b>Job Title:</b>	Teacher of the Visually Impaired	<b>Wage/Hour Status:</b>	Exempt
<b>Reports To:</b>	Coordinator of Special Education Services	<b>Pay Range:</b>	820/830
<b>Dept./School:</b>	Itinerant Special Ed	<b>Date Revised:</b>	4/14/2021

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**Primary Purpose:**

Provide students with visual impairments ranging in age from birth through 21 with direct and/or consultative special education services relating to vision loss.

**Qualifications:**

**Education/Certification:**

Bachelor's degree

Valid Texas teaching certificate with required endorsements or training for subjects and level assigned (Teacher of the Visually Impaired required, General Education and Special Education preferred)

**Special Knowledge/Skills:**

Ability to effectively instruct students and manage their behavior

Ability to work with students with visual impairments on regular academic curriculum, as well as with students on modified or alternate curriculum

Ability to use accepted tests and measurements to assess visual impairments and conditions

Excellent organizational, communication, technology, and interpersonal skills

**Experience:**

Previous experience as a Teacher of the Visually Impaired or three years of classroom experience is preferred

**Major Responsibilities and Duties:**

Assume responsibility for the organization and operation of work within the area of supporting students and staff working with visually impaired students following federal program guidelines as directed by the district and as specified in 34 Code of Federal Regulations §300.208 (a)(1)

Attend and collaborate with ARD committee to develop the student's Individualized Education Program (IEP)

Develop and implement lesson plans that fulfill the requirements of the students' IEP's and reflect the district's established curriculum; demonstrate written evidence of preparation as required which reflect the needed accommodations for differences in student learning styles/needs, including activities, materials and equipment

Provide direct instructional services with students as outlined in the IEP

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Use assistive technology to strengthen the teaching/learning process

Provide classroom teachers with information and training regarding specialized strategies needed to teach a VI student; assist classroom teachers in implementing VI IEP goals and objectives

Consult with other instructional staff to incorporate the expanded core curriculum into the entire instructional setting

Provide accommodated materials to the classroom teacher along with Braille, recorded/enlarged materials, and tactual symbols as appropriate for each child

Assist in determining the need for, recommending, and procuring classroom equipment and materials and services necessary for students to learn (O&M services, Braille, low vision devices, assistive technology, computer, etc.) including ensuring necessary room modifications and lighting changes

Assist classroom teacher or case manager with ongoing assessment of student achievement through informal testing, monitor student progress in academic subjects and make appropriate recommendations for changes as needed

Perform Functional Vision and Learning Media Assessments for new referrals, three year re-evaluations, and ARD/EPM requests

Interpret medical eye reports as they relate to educational environments

Provide assistance to students in understanding their visual impairment and the attitudes of others concerning it

Assist in obtaining accommodated standardized testing materials (CoGat, MAP, STAAR, SAT, ACT, etc.) and administer the test as needed

Create an environment conducive to learning and appropriate for the physical, social, and emotional development of students

Provide positive behavioral supports to manage student behavior in accordance with the Student Code of Conduct and Student Handbook

Establish and maintain open communications by conducting conferences with supervisors, parents, student, related service providers, principals and teachers

Provide input into student's schedules, planning for all specialized services, such as direct VI instruction and orientation and mobility lessons

Provide professional development in assigned schools to assist school personnel in identifying and understanding visual deficits in students and the use of assistive technology in instruction

Provide information to parents and students regarding recreational and summer programs, programs through TSBVI, etc., and assist with application forms and procedures

Use effective verbal and written communication skills to collaborate with students, parents and colleagues

Serve as a liaison with other agencies; transition from early childhood intervention services to public education, and transition to post-secondary services

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Communicate with low vision specialists, ophthalmologists, and optometrists concerning exams, and attend exams when appropriate

Acquire information about current research, development, and technology by attending conferences, workshops, and area meetings and by reading journals in the field of visual impairment

Compile, maintain and file all reports, records, and other documents required for District and TEA compliance. Assist with registration of visually impaired students and deafblind census along with agencies such as Learning Ally, Texas State Library, and referrals to the Texas Workforce Solutions and Blind Children’s Services

Completely and accurately maintain district master spreadsheet of all students with visual impairments

Participate in curriculum development efforts and professional development activities to improve job-related skills

Keep informed of and comply with federal, state, district and school regulations and policies related to the delivery of special education services

Follow all rules, regulations, and policies of Plano ISD and follow directives from supervisor

Follow attendance policy as assigned by supervisor

Perform other functions that may be assigned by the Administration and/or supervisor

**Working Conditions:**

**Mental Demands:**

Ability to communicate effectively (verbal and written); maintain emotional control under stress

**Physical Demands/Environmental Factors:**

Work with frequent interruptions; frequent standing, stooping, bending, kneeling, pushing and pulling; prolonged use of computer and repetitive hand motions; occasional lifting up to 50 pounds

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**Acknowledgement:**

Any work related experience or additional education/training resulting in acceptable proficiency levels in the above required knowledge, skills, and abilities may be an acceptable substitute for the above specified education and experience requirements at the sole discretion of District Administration.

**Approved By:** W. Noel McBee, Coordinator of Compensation **Date:** 4/14/2021

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The above statements are intended to describe the general purpose and responsibilities assigned to this job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills that may be required. District administration and/or my supervisor has the right to add or change duties at any time. This job description supersedes all prior job descriptions for this position as well as rescinding all past and present job descriptions that do not reflect the current requirements of this position.

My signature below indicates I understand and acknowledge my job description.

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_