

Itinerant Teacher of the Visually Impaired  
Job Description

TITLE Itinerant Teacher of the Visually Impaired

QUALIFICATIONS: Type 10 Illinois Certificate Required in Blind and Partially Sighted.

REPORTS TO: Director of Kendall County Special Education, Assistant Director and Coordinator

FUNCTION: To provide diagnostic and instructional services to identified students three to twenty-one years old so that educational progress can be enhanced and proper diagnosis and programming can be established for the future.

RESPONSIBILITIES:

A. Instructional Planning

1. Plans and prepares for classes assigned.
2. Provides written IEP's on each student.

B. Competency in Subject Matter

1. Teaches content and skills to assigned students utilizing approved curriculums and approved courses of study.
2. Strives to improve expertise in areas of specialization.

C. Instructional Methods and Practices

1. Participates in conferences including placement, IEP's and annual reviews.
2. Develops and maintains a classroom environment conducive to effective learning.
3. Provides appropriate diagnostic testing, identifies student capabilities and monitors student progress on a regular basis.
4. Maintains accurate and complete records as required by law and KCSEC policies.
5. Communicates with parents on an individual or small group basis.

6. Consults with appropriate professional staff regarding a student's educational program.
7. Initiates, facilitates and monitors mainstreaming into student's program when it is appropriate and consults with teacher to whom student is mainstreamed.
8. Provides guidelines and facilitates nurses' screening results and referral.

D. Classroom Management

1. Establishes and maintains orderly classroom behavior.
2. Takes all necessary and reasonable precautions to protect students, equipment, materials and facilities.

E. Relationship with Students, Parents and Staff

1. Works to establish and maintain open and positive lines of communication with students and their parents concerning academics, behavior and vision.
2. Establishes and maintains cooperative relations with other members of the staff.
3. Assists the administration in upholding and enforcing school rules and policies.

F. Professional Responsibilities

1. Meets accepted standards of professional behavior.
2. Observes and follows all KCSEC policies and procedures.
3. Exhibits professionalism and commitment through punctuality and attendance.
4. Performs other duties as assigned by the KCSEC administration.

EVALUATION: Formal and informal classroom observations and conferences shall occur as needed or desired by the professional staff member, Director of Kendall County Special Education, Assistant Director or Coordinator and shall be an ongoing process.