



NEW: Submitted:
07/01/2019 06/11/2019

JOB TITLE:	INSTRUCTOR ORIENTATION AND MOBILITY
DIVISION	AS ASSIGNED
SALARY SCHEDULE/GRADE:	JOB FAMILY III
WORK YEAR:	187 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8132
BARGAINING UNIT:	CLA1

SCOPE OF RESPONSIBILITIES

Plans, organizes and delivers the program of instruction based on approved curriculum; monitors, evaluates and communicates student progress; maintains records and makes reports; enforces Board policies, regulations, and rules; supervises students and secures and maintains school property and materials.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Assures compliance with established state and federal laws, regulations, policies, and procedures
- Complies with evaluation standards and determines eligibility for services based on state and federal requirements
- Communicates effectively test results, diagnosis and proposed service plans to the Admissions and Release Committee
- Plans and employs instructional/service methods and materials that are appropriate for meeting each student's goals and objectives in basic and advanced orientation and mobility skills including but not limited to cane, bus, residential, and downtown travel skills, etc.
- Prepares written evaluations and maintains records which clearly and succinctly document services provided, student progress and dismiss from services as recommended to the Admissions and Release Committee
- Maintains and submits accurate and complete records for Medicaid billing
- Participates in the multidisciplinary team process for evaluation, eligibility issues, Individual Education Plan (IEP) development, consultation services and service delivery models
- Communicates with students who have visual disabilities, their families, caregivers, and other service providers relative to orientation and mobility issues to specific student progress
- Assists in development of classroom activities to meet the student's independent travel needs
- Performs health services, if needed, for which training will be provided
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights.

MINIMUM QUALIFICATIONS

- Bachelor's degree in a related field with Association for the Education and Rehabilitation certification in Orientation and Mobility for the blind and visually impaired
- Valid Driver's License
- Effective communication skills

DESIRABLE QUALIFICATIONS

Experience in a diverse workplace