

**FRESNO UNIFIED SCHOOL DISTRICT
POSITION DESCRIPTION**

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|------------|----------------------------------------|-----------------|------------------------|
| TITLE: | Resource Teacher, Visually Handicapped | REPORTS TO: | Principal |
| DEPARTMENT | School Site | CLASSIFICATION: | Certificated |
| WORK YEAR: | 183 Days | SALARY: | Regular Teacher Salary |

MINIMUM QUALIFICATIONS:

California credential authorizing services for the visually handicapped

KNOWLEDGE AND ABILITIES:

Knowledge of and ability to implement the subject matter, philosophical, social, and educational concepts relative to the duties and responsibilities listed on this job description

DUTIES AND RESPONSIBILITIES:

As a director of learning:

Provide supplemental assistance to students to enable them to participate academically and socially in regular class and school activities

Provide pupils with large print or Braille, tapes and recorded material to meet individual's needs in the classroom

Transcribe into Braille (or make large print copies) assignments of the regular classroom teacher with the assistance of a Braille transcriber

Review, edit and determine format of all material before given to transcriber

Initiate orders, inventory, store, and issue special books, materials and equipment for visually handicapped students

Provide individualized instruction to supplement the regular classroom program

Provide remedial instruction as required

Provide instruction in Braille

Provide instruction in typing

Keep abreast of all types of instructional equipment and materials for visually handicapped students

Provide guidance and experiences to develop planning, follow-through and independence

Provide basic skills in mobility as needed by the individual at school

Obtain, assign and inform readers as needed regarding duties and responsibilities and services to be rendered to visually handicapped students

Certificated Job Description

TITLE - Resource Teacher, Visually Handicapped

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Relationships:

Interpret to classroom teachers and other school personnel the special needs of visually handicapped pupils

Counsel visually handicapped students and their parents on school progress, social adjustment, orientation and mobility

Confer with teachers, parents and professional staff members regarding problems of the visually handicapped students

Maintain close liaison with community agencies concerned with the visually handicapped

Interpret the resource program to the school and the community

Professional Attitude, Responsibility and Participation:

Keep abreast of new techniques, materials and equipment through attendance at conferences, reading professional publications, and courses at the college or university level

Responsible for reports regarding attendance and transportation and with testing and evaluation

Abide by the Code of Ethics of the District and professional association

Duties and responsibilities may be added, deleted or changed at any time at the discretion of management

ACCOUNTABILITY:

Person to whom responsible: On-site Principal and Director, Special Education

Evaluator: On-site Principal with assistance from the Department of Special Education, when requested

Persons responsible to Resource Teacher, Visually Handicapped: Braille Transcriber and Student readers

CED143

12/94