**FRESNO UNIFIED SCHOOL DISTRICT**  
**POSITION DESCRIPTION**

<table>
<thead>
<tr>
<th>TITLE:</th>
<th>Resource Teacher, Visually Handicapped</th>
<th>REPORTS TO:</th>
<th>Principal</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT</td>
<td>School Site</td>
<td>CLASSIFICATION:</td>
<td>Certificated</td>
</tr>
<tr>
<td>WORK YEAR:</td>
<td>183 Days</td>
<td>SALARY:</td>
<td>Regular Teacher Salary</td>
</tr>
</tbody>
</table>

**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
Page two

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

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