



**Position:** Certified Orientation and Mobility Specialist (COMS)

**Classification:** Full-time, Exempt

**Reports to:** Director of Therapy Services

**Direct Reports:** None

## **JOB DESCRIPTION**

### **Summary/Objective**

The Certified Orientation and Mobility Specialist will work with children and families to provide instruction and strategies to increase independent in travel, areas of the ECC, and orientation concepts. The COMS will work with staff to ensure orientation and mobility t goals are being addressed with consistency. Through evaluation, direct service, and consultation, the COMS will work with families, teachers of the visually impaired, and other members of the educational team to ensure that students are able to participate in the home, community, and school environments to the fullest extent possible.

### **Competencies**

- Demonstrates practice knowledge
- Utilizes an occupational therapy process to enable occupation
- Analytical and critical thinking
- Strong written and verbal communication
- Collaboration and team management
- Trust and Integrity
- Attention to detail, problem solving, and organization
- Persuasion/Capacity to influence
- Commitment to confidentiality
- Engages in professional development

### **Leadership Responsibilities**

- Ability to guide and direct the tasks and duties of the Teaching Assistants, and to provide mentorship

### **Essential functions**

*Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.*

- Implements the CCVI orientation and mobility program within the preschool environment, early intervention, and contractual external school district partnerships.
- Develops an individual plan containing orientation and mobility goals, which is discussed with parents and teachers.
- Implements individual plan, keeping parents and teachers informed of child's progress.
- Engages in IFSP, IEP, Goal Planning and student staffings, preparation and meetings.
- Ensures orientation and mobility needs are met by ordering or creating AMD devices.
- Upon request, observes and evaluates children referred to determine individual needs.
- Maintains data on each child's progress and writes subsequent reports.
- Completes billing and documentation requirements.
- Provides, with other staff members, in-service training for staff, administrators, community partners, and parents.
- Researches and educates self with regard to current educational trends and new developments in the field of orientation and mobility.

### **Work environment**

- Home, community, office &/or classroom. No extreme temperatures

### **Physical demands**

- Sitting, standing, and prolonged walking
- Lifting, positioning, pushing, and/or transferring students (lifting independently up to 35 pounds and co-lifting up to 60 pounds)
- Frequent reaching, stooping, bending, kneeling, and crouching

### **Travel required**

- Less than 50%

### **Required education and experience**

- Bachelor's degree from an accredited university in orientation and mobility, education/special education, or relevant field
- ACVREP certification
- Knowledge in the area of early childhood education and developmental needs of young children

### **Preferred education and experience**

- Master's degree from an accredited university in orientation and mobility, education/special education, or relevant field

**Additional eligibility requirements**

- Microsoft Office, including Outlook, Word and Excel
- Apple iPad

**Other duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.