

**Position:** Teacher of the Visually Impaired (TVI)

**Classification:** Full-time, Exempt

**Reports To:** Early Intervention Program Director OR Preschool Program Director

**Direct Reports:** None

## JOB DESCRIPTION

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### Summary/Objective

The Teacher of the Visually Impaired (TVI) will work with students and families to provide a comprehensive and individualized education to each child based on their visual impairment. Additionally, the TVI will provide direct instruction in vision-specific goals areas (ECC, Braille, &/or Technology) as set by the IEP or IFSP.

### Competencies

- Demonstrates practice knowledge
- 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.*

- Prepares daily lesson plans and adapts materials for each child based on individual needs and abilities.
- Understands each assigned child's visual impairment and functional implications of such.
- Responsible for the care and safety of each child in the classroom.
- Directs the tasks and duties for classroom paraprofessionals, teaching assistants, and volunteers.
- Serves as the case manager for assigned students.
- Participates in the development of IFSP &/or IEP with appropriate goals and objectives.
- Completes Functional Vision Evaluation (FVE) and Learning Media Assessments (LMA) when needed.
- Maintains the individual teacher and main files on each child enrolled.
- Communicates directly with family through daily journaling, as well as telephone, email, and other methods.
- Communicates with Braille instructor and therapy staff.
- Assesses functional vision of children.
- May update the OREGON project annually.
- Completes all reports in a timely manner.
- Inventories classroom supplies and informs Preschool Program Director of the status and needs.



- Researched and educates self with regard to current educational trends and new developments in the field of special education and visual impairment.
- Attends staff meetings and in-services.

#### **Work environment**

- Office &/or classroom. No extreme temperatures

#### **Physical demands**

- Sitting, standing, and 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 the field of special education
- Teacher of the Visually Impaired or actively pursuing
- Missouri teaching certification in Blind and Partially Sighted

#### **Preferred Education and experience**

- Master's degree from an accredited university in the field of special education or visual disabilities
- Experience working with children with visual impairments

#### **Additional eligibility requirements**

- Microsoft Office, including Outlook, Word, and Excel
- Apple iPad
- Vision specific such as JAWS, Perky Duck, Duxbury, Braille embossing/transcribing, ZoomText

#### **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.