

JOB DESCRIPTION

Job Title	Itinerant Teacher for Students who Visually Impaired	Job Title Code	211600
Reports to	Coordinator RDSPD, TDHH & TSVI Itinerant	Wage/Hour Status	Exempt
Dept/School	Special Education and Health Services Center	Pay Grade	TBA
		Date Revised	May 21, 2025

Primary Purpose

Teachers of Students with Visual Impairments (TSVI) are itinerant teachers who provide educational services from birth through 21 years. TSVI's travel between campuses and private residences to meet educational needs of students with Visual and/or Cortical Vision Impairment (CVI). TSVIs meet the needs of this special population by conducting evaluations to determine eligibility and specialized instructions as needed for an Individual Family Service Plan (IFSDP) and in an Individualized Education Program (IEP). TSVIs instruct students in unique skills such as braille, VI specific technology, low vision devices, and skills related to the Expanded Core Curriculum (ECC). The TSVI coordinates with all staff members who work with the students to ensure accommodations and materials are utilized as outlined in the IFPS/IEP. TSVIs ensures that students with CVI and other visual impairments can access the curriculum in all educational settings. Enable students to develop competencies and skills to function successfully in society and post-secondary endeavors. Students served may or may not have additional disabilities and their cognitive levels will vary.

Education/Certification

- Bachelor's Degree
- Passing score on Braille TExES
- Valid Texas Teacher Certification for the Visually Impaired
- Valid Texas Driver's License

Special Knowledge/Skills

- Effective organizational, communication, public relations, and interpersonal skills
- Proficient in developing individual student assessments (Functional Vision Evaluation, Learning Media Assessment, Cortical Vision Evaluation, and Expanded Core Curriculum)
- Proficient in using the accepted tests and measurements to assess visual disorders and conditions
- Knowledge of evaluation, habilitation, and rehabilitation of visual disorders and conditions
- Proficient in reading and writing Braille (UEB, Nemeth)
- Ability to teach the reading and writing of Braille (UEB, Nemeth, and music braille)
- Knowledgeable in music braille and transcription of foreign language
- Proficient in braille formatting and layouts
- Proficient in instructing and managing student behavior

Experience

- Three (3) years teaching experience

Major Responsibilities and Duties

Instructional and Program Management

1. Conduct a Functional Vision Evaluations (FVE) and Learning Media Assessments (LMA) for all initial referrals in need of VI services and all re-evaluations for students currently receiving VI services.
2. Obtain and interpret medical eye reports needed for eligibility and evaluation purposes as they relate to educational environments.
3. Attend and participate as a member of the Multidisciplinary Team in the development of the Individualized Education Program IEP and/or Individual Family Service Plan IFSP with recommendations for goals, modifications, and learning styles, taking into consideration the nine (9) areas of the expanded core curriculum.

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4. Recommend appropriate specialized evaluations and assessments, such as for low vision, orientation and mobility, psychosocial, and adaptive physical education.
5. Consult with diagnosticians, classroom teachers, students, and parents concerning appropriate evaluation, modifications, and test administrations.
6. Coordinate with Child Find to conduct evaluations on children from birth to three years.
7. Conduct VI services as indicated on the IEP.
8. Maintain and provide on request student data/paperwork in compliance with local, state, and federal regulations.
9. Mentor new TSVI in need of assistance.
10. Provide updated pupil information (VI registration, deafblind census).
11. Maintain an efficient itinerant schedule that maximizes student services.
12. Administer and assist in district benchmark and state testing.
13. Knowledgeable on possible modifications for statewide testing and arrange for necessary modifications.

Learning Environment

14. Making available to teachers' instructional ideas and materials that are appropriate for students with visual impairments.
15. Acquire, deliver, assemble, and maintain specialized equipment.
16. Trouble shooting technical and software malfunctions with company representatives.
17. Provide direct instruction in the use of pre-Braille readiness, Braille reading and writing, and/or other assistive technology devices that assist with the needs of students with visual impairments.
18. Work with children from birth to three in their home setting to model instructional methods for guardians and to improve our young student's development.
19. Inform and advise guardians of young children on the educational implications of their child's disability and how to work with their child to promote the child's development.
20. Work with the principal, counselor, and supervisory staff in identifying and solving problems related to his/her students to ensure efficient and effective delivery of services.
21. Manage student behavior in accordance with Student Code of Conduct and student handbook.

Communication

22. Instruct and guide VI Paraprofessionals in the creation of literary, mathematics, and music braille as well as tactile graphics, manipulatives, and materials for students with CVI.
23. Instruct and guide VI Paraprofessionals in the techniques and approaches to directly assists students with visual impairment in the classrooms.
24. Establish and maintain open lines of communication by conducting conferences with parents, students, principals, and teachers.
25. Conduct trainings with school staff or community to raise the visibility of the visually impaired and to improve the capacity of school staff to address the educational needs of students with visual impairments.
26. Collaborate with school personnel and other agencies such as the Texas Workforce Commission (TWC), Texas School for the Blind and Visually Impaired (TSBVI) and Region 19 Education Service Center to access services for students with visual impairments.
27. Provide information concerning recreation and summer programs to parents and students and assist with applications, forms, and procedures. Such activities might include Region 19 ECC Camp and special camps that are sponsored by the Lions' Club.
28. Maintain a professional relationship with colleagues, students, parents, and community members.

Professional Growth and Development

29. Participate in staff development activities to improve job-related skills.
30. Stay abreast of technological development and how it impacts and assists students with visual impairments
31. Maintain certification.



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- 32. Uphold and enforce school rules, administrative regulations, and Board policy.
- 33. Demonstrate a high level of independent, ethical, and professional conduct.
- 34. Demonstrate the ability to attend work on a regular and routine basis to avoid disruption to district operations.
- 35. Perform any other duties as assigned by supervisor.

Supervisory Responsibilities

Supervise paraprofessionals for the visually impaired, volunteers, and student teacher when there is one assigned.

Physical and Mental Job Requirements

Mental Demands/Physical Demands/Environmental Factors

- Maintain emotional control under stress, frequent standing, stooping, bending, kneeling, pushing, and pulling; move small stacks of textbooks, media equipment, desks, and other classroom or adaptive equipment; work indoor and outdoor; regular exposure to noise; must have own transportation for daily district-wide travel.
- Occasional travel by plane to the Texas School for the Blind and Visually Impaired (TSBVI) in Austin, Texas, as assigned by the program coordinator and as required by the student's IEP, to chaperone and support students during short-term and long-term placements, evaluations, or other district approved district programming.

Terms of Employment

187 days; salary to be established by the Board of Trustees

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved: _____
 Job Title: _____
 Date: _____

Approved: _____
 Job Title: _____
 Date: _____

My supervisor has reviewed this job description with me and has provided me with a copy.

Employee: _____
 Date: _____

The El Paso Independent School District does not discriminate in its educational programs or employment practices on the basis of race, color, age, sex, religion, national origin, marital status, citizenship, military status, disability, genetic information, gender stereotyping and perceived sexuality, or on any other basis prohibited by law. Inquiries concerning the application of Titles VI, VII, IX, and Section 504 may be referred to the District compliance officer, at 230 -2031; Section 504 inquiries regarding students may be referred to 504 Coordinator at 230-2856.

El Distrito Escolar Independiente de El Paso no discrimina en los programas de educación o en prácticas de empleo usando el criterio de raza, color, edad, sexo, religión, origen nacional, estado civil, ciudadanía, estado militar, discapacidad, información genética, estereotipo sexual o sexualidad percibida, u otra práctica



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prohibida por la ley. Preguntas acerca de la aplicación del título VI, VII o IX, y la Sección 504 pueden ser referidas al oficial del distrito, al 230-2031; preguntas sobre 504 tocante a estudiantes pueden ser referidas al oficial de 504 al, 230-2856.