

Specification for Class of

REHABILITATION TEACHER 3

Abolished Effective July 1, 2007

Definition: In the Department of Services for the Blind, provides rehabilitative program services in three program areas to blind and visually-impaired individuals who may also have other disabilities. Employees in these positions may supervise and/or train entry level Rehabilitation Teachers or interns. (1) In the Vocational Rehabilitation Program, facilitates career exploration activities and provides intensive job search training for participants; in an assigned geographic area, provides individualized assessments, specialized instruction and counseling to participants in their place of residence; OR (2) In the Orientation and Training Center, provides rehabilitative program services, specialized instruction and counseling to participants, and functions as an advisor with responsibility for case coordination for assigned students; OR (3) in the Business Enterprise Food Service Learning Facility, coordinates and facilitates the instruction of: Food service curriculum, hands-on day-to-day food service operation, the operation of professional restaurant equipment, and sound business management principles

Typical WorkIn the Vocational Rehabilitation Program/Orientation and Training Center:

Conducts individualized assessments to determine the adaptive skills needs of participants relative to specific outcome goals for employment;

Determines functional objectives with the participant; develops and implements a comprehensive plan of services based on assessment results;

Provides instruction in adaptive skills for blind or visually impaired participants in their place of residence, or at a facility such as the Orientation and Training Center; adaptive skills curricula include: home management, personal management, Braille reading/writing and other communication skills, keyboarding and use of assistive technology devices, use of residual vision, travel skills, daily living activities, use of accommodation aids, and other skills which facilitate rehabilitation;

Provides adjustment counseling to participants and to their families regarding the capabilities of individuals who are blind or visually impaired, techniques to overcome barriers, and self-advocacy skills;

Facilitates and coordinates service delivery via referral to, and/or, service agreements with appropriate state and community resources;

Develops and utilizes community resources to expand and strengthen services to participants;

Presents information to service providers, employers and community organizations regarding the capabilities of people who are blind or visually impaired and services available from the Department;

Prepares case documentation, records and correspondence relative to participants and duties;

Performs other work as required.

In the Business Enterprise Program:

Provides specialized food service and food service management instruction and counseling to a caseload of blind or visually impaired individuals;

Conducts hands-on day-to-day food service operations; instructs in the operation of kitchen equipment and processes; teaches food preparation and storage, proper cleaning and sanitizing of work areas, the setting up and breaking down of food service lines, and techniques of serving customers; provides instruction on ordering, receiving and cashiering;

Provides instruction on business management principles to include record keeping, state and federal business tax requirements, laws and regulations, and human resource management; provides students with information and business counseling resources;

Researches and keeps updated on current industry trends, publications, periodicals and other materials; arranges for seminars and field trips for students;

Proctors examinations; records grades and certifications; maintains student performance records on automated system (MACCS);

Coordinates and facilitates additional studies, upward mobility training, and informational materials for licensed vendors;

Assists the Facility Manager with statewide site evaluations, ordering equipment and inventory;

Performs other duties as assigned.

Knowledge and Abilities

Knowledge of: capabilities of and potential barriers for persons who are blind or visually impaired; principles, methods and techniques used to assist individuals in adjusting to vision loss; public and private resources providing services to persons who are blind or visually impaired; principles of instruction; adaptive skills of blindness and methods of assessing and teaching these skills; reading and writing English Braille Grade 2; current trends in rehabilitation;

techniques for assisting individuals who are blind or visually impaired to integrate into the community and employment.

Ability to: work independently; supervise and direct others; develop curricula and in-service training; teach adaptive skills of blindness; analyze situations and take appropriate effective action including provision or counseling and advocacy; work effectively with individuals who are blind or visually impaired including those with additional disabilities; present ideas clearly and effectively orally and in writing.

Minimum Qualifications

A Bachelor's degree in Rehabilitation Teaching for the blind or a Bachelor's degree in Special Education for the visually impaired and 18 months of experience in providing direct client services that teach adaptive skills of blindness to the blind or visually impaired.

OR

A Master's degree in Rehabilitation Teaching or a Master's degree in Special Education for the visually impaired.

OR

A Bachelor's degree and, 24 months of experience in providing direct rehabilitation teaching services to blind or visually impaired individuals.

A Master's degree may substitute for 12 months of the required experience in providing direct rehabilitation teaching services to blind or visually impaired individuals.

Two years of paid professional experience providing social services or providing services that teach adaptive skills of blindness to the blind or visually impaired individuals will substitute for two years of the required education.

New class: 8-10-79

Revised definition, distinguishing characteristics and minimum qualifications: 9-13-85

Revised definition, distinguishing characteristics and minimum qualifications: 12-15-89

Revised definition and minimum qualifications: 12-15-95