



## CHOCTAW TRIBAL SCHOOLS

MISSISSIPPI BAND OF CHOCTAW INDIANS  
P.O. BOX 6008  
CHOCTAW, MS 39350  
PHONE (601) 650-7302  
FAX (601) 656-9454

### JOB ANNOUNCEMENT #561284

**JOB TITLE:** Teacher of the Blind/ Visually Impaired, 1 Position  
**OPENING DATE:** MARCH 10, 2021 **MAR 10 2021**  
**CLOSING DATE:** MARCH 24, 2021 OR UNTIL FILLED  
**SALARY:** Education Pay Scale  
**SUPERVISOR:** Exceptional Education Coordinator  
**TYPE OF EMPLOYMENT:** Regular Full Time, 210 Contact Days  
**JOB LOCATION:** TBD

### SCOPE OF SERVICE AND EFFECT:

The Teacher of the Blind/ Visually Impaired will provide individualized orientation and mobility evaluation and instruction for blind or vision impaired students, ages 3-21; assist students with visual impairments to achieve maximum independence through instruction in safe, efficient travel within the home, school, and community; provide both direct instruction and consultation to students with visual impairments; monitor the students' progress in academic subjects and provide instruction in compensatory skills as needed in the areas the students may have difficulty with as a result of the visual impairment; conduct functional vision evaluations, learning media assessments and produce written reports; maintain assigned IEPs, schedule and attend IEP meetings and required staff meetings; collaborate with both special and general education staff.

### DUTIES AND RESPONSIBILITIES:

1. Provide appropriate, individualized instruction to each student on the caseload to include but not limited to:
  - a. Typing/keyboarding, adaptive devices (e.g., computers, note takers, tape recorders)
  - b. Daily living/self-help skills (as needed)
  - c. Career readiness
  - d. Leisure and recreation skills
  - e. Social skills
  - f. Organizational and study skills
  - g. Self-advocacy
  - h. Provide training and support to parents of students with visual impairments to enhance their children's independence
  - i. Braille instruction
  - j. Other technical low vision instruction as determined

2. Develop lesson plans and schedules that meet the goals of each student
3. Provide mobility and orientation evaluations and functional evaluations as needed for students with visual impairments.
4. Establish open, frequent communication with parents, and all related staff
5. Assist in determining and procuring classroom equipment and materials. Provide the classroom teacher with information regarding the specialized strategies needed to teach a VI student necessary for the student with visual impairments to learn (Braille, low vision devices, assistive technology, and computer) including ensuring necessary room modifications and lighting changes
6. Participate in training activities related to the job and district requirements.
7. Responsibility for reporting student progress through progress reports, IEP meetings, eligibility determinations and parent conferences.
8. Assure that all job duties are performed to employer standards, which may involve completing job duties.
9. Perform other duties as assigned by the supervisor.

**QUALIFICATIONS:**

1. Hold a Mississippi State Educator License or Endorsement in Visually Impaired K-12
2. Bachelor's Degree required; Master Degree preferred
3. Working knowledge of Braille (Grade 1 and 2) and knowledge of how to teach Braille, knowledge of abacus (and ability to teach multiple methods), knowledge of electronic devices including: Braille and other specialized note takers (Pac mate, Braille Note, etc.), comfort and skill in teaching functional daily living experiences, familiarity with low vision tools, and knowledge of the Expanded Core Curriculum
4. Ability to work well with classroom teachers and related service staff
5. Commitment to professional development
6. Ability to communicate effectively one-on-one with students and parents/guardians.
7. Employee in this position is subject to random drug testing.
8. Excellent communication skills and an academic record that can withstand critical review.
9. Knowledge of basic regulations and policies and procedure pertaining to the operation of motor vehicle.
10. Demonstrate thoroughness in work performance.

11. Complete a criminal background check on county, state and national levels. Any record or conviction of criminal or child abuse charges will result in immediate termination.
12. Must possess a valid Mississippi Driver's License, personal automobile liability insurance and adequate transportation.

**NOTE:** The Administrative Personnel Policy & Procedures of the Mississippi Band of Choctaw Indians, Native American Preference, Section II, (A), have been revised and approved as follows:

Further bolstering this Native American Preference to promote employment of MBCI members, it is the policy of MBCI to employ person(s) who are not members of MBCI only when no qualified member of MBCI, who has applied for the position, can be trained or upgraded to fill a given job vacancy within a reasonable period of time at a reasonable cost, and then only when a Waiver of Native American Preference has been secured from the Committee on Human Resources, Training and Development on a case-by-case basis.

The Authority to waiver Native American Preference Laws can only be exercised by the Committee on Human Resources, Training and Development. The Committee will exercise its discretion to do so only when a motion is made by a committee member to support such waiver and the Committee determines by reviewing the facts and appropriate written documentation that a waiver is justified. A waiver to allow the employment of a person who is not a member of MBCI, or to employ a person who is Native American outside the order of preference set forth in this Policy, can be made by the Committee only for as long as the person who is granted the waiver remains in the position for which the waiver was granted. That waiver does not apply to other openings which the person who is granted the waiver may request a promotion or transfer for, or apply for. The Committee only has the right to approve or disapprove a waiver that has been requested by Executive Branch supervisors, and has no right to direct, demand, or coerce any Executive Branch supervisor or personnel that any specific applicant other than the one for which waiver is sought, be employed. Supervisors who do not follow the Native American Preference Policy are subject to disciplinary action up to termination.

**IF INTERESTED, SEND APPLICATION TO:**

Mississippi Band of Choctaw Indians  
Human Resources  
P.O. Box 6033 – Choctaw Branch  
Choctaw, Mississippi 39350