

SUMMARY: This position, which is jointly supervised by the Maryland State Department of Education (MSDE) and The Maryland School for the Blind (MSB), has the statewide leadership responsibility to ensure quality programs and services for students who are blind or visually impaired, including those with multiple disabilities by developing and implementing comprehensive plans and providing technical assistance to Local School Systems (LSS) and The Maryland School for the Blind (MSB).

**Accountabilities Essential Functions:**

- Coordinates planning, design, implementation and evaluation of statewide professional development opportunities that focus on improving student achievement and professional growth in collaboration with MSDE, MSB, LSS, the Maryland Instructional Resource Center (MIRC), in-state and out-of-state colleges and universities, professional and consumer organizations.
- Provides technical assistance and consultation to LSS, MSDE, MSB, and others to enhance professional development, student achievement, accessibility of learning materials, and other identified needs.
- Develops staff development and technical assistance resources for MSDE, MSB and LSS that will be the

joint approved product of the partnership between MSB and MSDE. Coordinates statewide efforts of MSDE, MSB and LSS to enhance parent support, training, and resources.

- Coordinates statewide efforts to enhance the accessibility of learning materials for students who are blind or have low vision including those who are deaf-blind and/or are multiply disabled.
- Responds to inquiries from LSS, parents, and others.
- Collaborates with and assists the LSS and MSB to secure special education and related services to students when the LSS does not have the local capacity in terms of available qualified staff to provide the IEP required programs and services.
- Serves as the MSDE liaison to the Maryland State Steering Committee for Programs of the Visually Impaired and the MIRC.
- Is accountable to the MSDE and MSB supervisors and develops annual jointly approved goals that include specific objectives with timelines.
- Maintains knowledge of state and national education and special education trends, issues, and opportunities related to assistive technology, curriculum, best practices, legislation, policy, regulations and professional standards.

- Works with Maryland State Department of Education for all large print, braille and online State Science, Biology and American Government assessments, and PARCC administration.
- Additionally, coordinates Vision Bias and Sensitivity reviews for Statewide Testing with other states in the PARCC consortium to ensure access and accommodations for students who are blind or visually impaired.
- (Statewide Assessments) Serves as National Instructional Materials Access Center (NIMAC) coordinator; state contact for questions, information, and dissemination; designate/assign State Accessible Media Producers; work with the National AIM Center at CAST regarding technical assistance to improve AIM in Maryland.
- (Accessible Instructional Materials (AIM) Coordinator for Maryland) Coordinates Certification for teachers of the blind and visually impaired work group meetings.
- Supports the Division of Curriculum and Assessment (DCA) related to all issues of accessibility; review Race to the Top projects; review online credit-bearing classes.
- (Accessibility) Facilitates the American Printing House for the Blind Federal Quota Registration Program process for all blind students; facilitate the federal

deaf-blind census process for all students with deaf-blindness.

- (Census Reporting) Serves as grant coordinator for federal grants related to services provided to deaf and blind students. Understanding and use of assistive technology for students who are blind or VI.

**Work Schedule:** 37 1/2 daytime hours, Monday through Friday with daily one hour unpaid lunch; position requires regular travel within the state; flextime and/or additional hours, including weekends and evenings, are occasionally required.

This is a twelve-month position and will follow the State of Maryland employee schedule.

**Qualifications Experience and Skills:**

- Minimum requirement of a Master's Degree in special education of blind or visually impaired students; Doctorate, preferred.
- Current certification as a Teacher of the Visually Impaired and/or Orientation and Mobility required. Special education administration or supervision certificate preferred.
- A minimum of four years of teaching experience with students who are blind or visually impaired, including those who have multiple disabilities is required.

- A minimum of 3 years administration experience of programs for visually impaired students is preferred.
- Comprehensive knowledge of assistive technology, common core and the expanded core curriculum, best practices, legislation, policy, regulations, professional standards, education, special education trends, and statewide testing.
- Experience in school improvement initiatives, program evaluation, staff development training, policy development, research, professional publications preferred.
- Must be at least 21 years of age.

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