



# RIALTO UNIFIED SCHOOL DISTRICT

## Orthopedic Impairment Specialist Job Description

### DEFINITION

Under the general supervision of the Senior Coordinator of Special Education, implement and coordinate activities that support the student's education program and to provide an educational program for individuals with exceptional needs, who are identified as having the following disabling condition: orthopedic impairment. The Orthopedically Impaired Specialist will be able to support the successful integration of orthopedically impaired students into the general education classroom, resource classroom, or special day classroom and other school settings; possess personal qualities including leadership, integrity, fairness, optimism, self-confidence, persistence and vitality.

### ESSENTIAL DUTIES

- Develop Individualized Education Program (IEP) standards-based goals and objectives for orthopedically impaired students.
- Maintain a variety of pupil records, including attendance, report cards and progress reports.
- Work as a member of a Multi-disciplinary team for planning and implementing data-based instructional programs.
- Participate in the district referral process.
- Provide consultation, training, information, support and technical advice to the districts, parents, students and other agencies in the area of instructing orthopedically impaired students.
- Develop and implement standards-based lesson plans. Implement, develop or revise instructional materials which correspond to each student's IEP.
- Develop transition plans to move students to targeted integrated or community-based activities or transitions to adult lifestyles.
- Provide job coaching, vocational training and instruction in other employment-related skills.
- Plan and supervise field trips to the community for shopping or self-help teaching purposes or to other sites consistent with instructional objectives.
- Perform specialized physical health care procedures as trained and assigned and in accordance with specialized training provided by a health staff.
- Operate and instruct staff and students in the use of various apparatus to assist in mobility and to lift and position students.
- Transfer and position students in/ on wheelchairs, standers, mats, wedges and other equipment.
- Provide for personal hygiene of students including toileting, diapering, feeding and caregiving.
- Perform specialized duties as assigned in such areas as behavior, vision, movement and others while working with students and teachers.
- Provide direction instruction and services to students.
- Monitor student progress as it relates to established IEPs.
- Observe, provide and monitor an appropriate physical and psychological environment to establish and reinforce appropriate pupil behavior, communication skills, social skills and overall development.
- Maintain effective and cooperative working relationships and collaborate regularly with students, teachers, staff, parents and other agencies related to the educational process and student progress.
- Maintain accurate reports, records and files on individual students.
- Assist in identifying, developing and implementing appropriate use of resources for instructional application.
- Conduct Assistive Technology Assessments and assist the IEP team in the selection of and ordering of appropriate assessment tools, instructional materials and adaptive equipment.
- Assist students and staff in the use of classroom computers and adaptive equipment including setting up equipment for use. Perform diagnostics and minor repairs of amplification devices and other adaptive equipment at school sites.
- Participate in professional development activities and implement strategies as appropriate to meet pupil needs.
- Provide opportunities for students to access local, state and national resources.
- Analyze and interpret audiological and other reports.
- Ensure a safe and healthful environment for all students, adhering to all applicable laws, codes and County Office policy.
- Perform other duties as assigned.

## QUALIFICATIONS

### **Knowledge of:**

- Learning theory based upon the principles of behavior analysis and behavior modification, with an emphasis on positive reinforcement.
- Current principles, practices, methods and strategies applicable to the instruction of orthopedically impaired students.
- Operational characteristics and use of technology and equipment for orthopedically impaired students.
- Classroom procedures and appropriate student conduct.
- Orthopedically impaired community and culture.
- Problems and concerns of students with special needs.
- Curriculum and lesson plan development to meet IEP goals.
- Equipment operation related to special education students.
- Terminology involved in special education programs.
- Principles of training and providing work direction.
- Proper lifting techniques.
- Interpersonal skills using tact, patience and courtesy.
- Research methods and report writing techniques.
- Basic computer operations.
- Specialized health care procedures.
- IEP process.
- Student and parent rights with respect to special education programs.
- Laws, codes and regulations as they relate to special education.
- Interagency relationships and effective methods of program coordination.
- Low Incidence and High Incidence Assistive Technology Assessment.

### **Ability to:**

- Apply the principles of behavior analysis and behavior modification, with an emphasis on positive reinforcement to the delivery of instruction.
- Provide instructional methodology which results in student success and the achievement of IEP goals and objectives.
- Utilized teaching strategies and techniques that compensate for sensory and perceptual deficits, processing disorders and physical limitations.
- Understand and relate to children with special needs.
- Use technology and equipment for orthopedically impaired students;
- Adapt curriculum for orthopedically impaired student.
- Adapt assessment testing materials for orthopedically impaired student.
- Use, adjust and make minor repairs to adaptive equipment.
- Operate specialized health care equipment including hydraulic lift.
- Provide adaptations to the school environment to allow independence and safety for orthopedically impaired students.
- Analyze situations accurately and adopt an effective course of action.
- Work independently with little direction.
- Meet schedules and timelines.
- Monitor and evaluate student progress.
- Maintain records, compile and verify data and prepare reports.
- Train and provide work direction to others.
- Establish and maintain cooperative and effective working relationships with other.
- Write performance objectives which are measurable, observable and verifiable.
- Communicate ideas and concepts clearly and concisely in both oral and written form.
- Maintain and improve professional skills and knowledge.
- Be flexible and receptive to change.
- Organize and prioritize duties and responsibilities.
- Maintain regular and reliable attendance.
- Adapt to periodic heavy workload.

### **Experience and Education:**

- Possession of a credential authorizing service as a special education teacher with an orthopedic impairment authorization.
- Possession of CLAD Credential.
- Fingerprints on file as required by State law.
- TB Skin Test as required by State law.

**PHYSICAL DEMANDS****Physical class:**

MODERATE WORK - lifting 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.

**Work area requirements:**

Regular classroom, on the playground, parking lot, bus stop areas and possibly field trips. Ability to traverse campuses and sites of 10 to 40 acres which would include asphalt, grass on playgrounds and dirt.

**Physical requirements:**

The time requirements are listed considering this wording and meaning:

Occasionally/Low - up to 3 hours	
Frequently/Medium - 3 to 6 hours	Fingering: Frequently
Constantly/High - 6 to 8 hours plus	Carrying: Frequently
Stooping: Occasionally	Standing: Occasionally
Bending: Frequently	Kneeling: Occasionally
Lifting: Frequently	Sitting: Occasionally
Reaching: Frequently	*Driving: Occasionally
Handling: Frequently	Walking: Frequently
Grasping: Frequently	Push/Pull: Occasionally

**\*Possession of a current California Driver's license, a DMV printout and the ability to be covered by the company auto insurance is required.**

**Frequent motion:**

Keyboarding: Occasionally	Twisting: Frequently
Wrist flexion: Frequently	Elbow flexion/extension: Frequently
Reaching to shoulder level: Occasionally	Forward should/neck flexion: Frequently
Reaching above should level: Occasionally	Reaching below shoulder level: Frequently

**Sensory requirements:**

Ability to see: Constantly	Ability to hear: Constantly
Ability to talk: Constantly	Ability to smell: Constantly
Ability to touch: Constantly	

**Must be able to deal with these environmental considerations:**

Heat: Yes	Odor: Yes
Noise: Yes	Humidity: Yes
Moisture: Yes	Fluorescent lights: Yes
Floor may be slippery at times: Yes	Working in close quarters with others: Yes
Working inside: 95% of the day	Working outside: 5% of the day

**This job requires:**

Alertness: Constantly	Recall of names and dates: Yes
Attention to detail: Constantly	The use of two hands: Constantly
Ability to work in temperatures down to 40 degrees and up to 110 degrees.	

**Ability to deal with psychological factors:**

Team work: Yes	Frustration: Medium
Repetitive Tasks: Yes - High	Level of responsibility: High
Must keep up with schedule: High	Flexible: Yes
Able to work overtime as needed: Yes	

**Physiological Factors:**

Have a high level of consciousness: Yes	Ability to comprehend and follow directions: Yes
Orientation to time, place or person: Yes	Able to keep up a high activity level during the shift: Yes
Ability to read at 12 <sup>th</sup> grade level: Yes	