

**LOUISIANA SCHOOL FOR THE DEAF/VISUALLY IMPAIRED
POST OFFICE BOX 3074 - 2888 BRIGHTSIDE DRIVE
BATON ROUGE, LOUISIANA 70821**

**JOB VACANCY
POSTED: 7/07/2010**

JOB TITLE Director of Outreach Services	AGENCY LSDVI/Shared Services
CITY: Baton Rouge	PARISH East Baton Rouge
AGENCY TRACKING #: LSDVI2010-35	MINIMUM HOURLY: \$DEPENDS ON QUALIFICATIONS
TYPE OF VACANCY: Regular Unclassified – 12 month Position DEADLINE: Fri. 07/16/10 11:59 PM Central Time	

HOW TO APPLY:

Preference may be given to applicants with Braille and/or American Sign Language skills. Applications for this position will be accepted online by clicking the "apply link" located on the Civil Service web site under Job Seekers at www.civilservice.la.gov
For more information you can contact the Human Resource Department of the LA School for the Deaf & Visually Impaired located at:
2888 Brightside Lane
Baton Rouge, LA 70821
email address for this position is:
sgross@lalsd.org and please reference the job title in the subject box of the email.

MINIMUM QUALIFICATION REQUIREMENTS:

- A. Hold a valid Louisiana teacher's certificate.
- B. Master's Degree in Deaf Education, Visual Impairments, Special Education, Early Childhood Education or related field.
- C. At least five years' professional experience in one of the specialty areas, i.e., deaf or visually impaired education, mild/moderate, or related service.

Braille/SLPI EJP Level:
Advanced

NECESSARY SPECIAL REQUIREMENTS:

POTENTIAL EMPLOYEES MUST PASS DRUG SCREENING AND CRIMINAL BACKGROUND CHECK.

GENERAL INFORMATION

The Immigration Reform and Control Act of 1986 requires all employees hired after November 6, 1986, to provide proof of identity (i.e. driver's license) and eligibility to work in the United States (i.e. original social security card or birth certificate). In compliance with the Child Protection Act of 1987, all employees hired after September 30, 1987, must clear a criminal history check. In compliance with Executive Order 98-38 and R.S. 49:1001 et seq., prospective employees must clear a drug screen test to be considered for employment.

The Louisiana School for the Deaf/Visually Impaired does not discriminate on the basis of age, sex, race, handicap, religion, veteran's status, or national origin in its employment practices and access to its programs.

This position is located at the Louisiana School for the Visually Impaired.

Duties & Responsibilities:

Professional Responsibilities:

The employee must be able to perform these assigned duties without significant risk of substantial harm to his/her own safety/security and the safety/security of others.

I. Program Management

A. Responsibility and authority to administer and coordinate all Outreach Service Programs and activities through out the State of Louisiana.

B. Provide Early Intervention services to eligible infants and toddlers that meet the State's eligibility criteria.

C. Develop and implement Strategic Plan that includes a process for development and implantation of outreach to local schools and state agencies.

D. Plan and implement staff development activities for Outreach personnel.

E. Plans, develops and implements a program of educational outreach support inclusive of assessment and evaluation for Louisiana School for the Deaf and the Visually Impaired (LSDVI).

F. Promotes public awareness of the Outreach Service Program through public information activities.

G. Serve as a liaison providing interagency involvement statewide related to services for deaf and/or visually impaired children.

H. Consults and coordinates with local education agencies, parents and service providers for educational planning for students who are deaf and/or visually impaired.

I. Serves as liaison between students, parents and local education agencies and serves as a communication vehicle between the school and the program

J. Implements educational policies and regulations of the State Board of Elementary and Secondary Education (BESE) and the BSS Superintendent.

K. Prepares budgets, projects, contracts, interagency agreements and reports as directed by the BSS Superintendent e.g., Annual School Report, Child Count, Monitoring, Medicaid/ Psychologist contracts and Operational Plan..

L. Exhibits understanding of handicapped children and their needs, especially the hearing and visually impaired children served by the schools.

M. Demonstrates appropriate and effective office management.

N. Demonstrates ability in planning, organizing, and implementing.

O. Demonstrates awareness of specialists, agencies, and organizations that serve handicapped children, especially hearing and visually impaired children and their families.

II. Supervisory Responsibilities

A. Promotes the administrative team concept.

B. Provides for staff development..

IV. Additional Responsibilities

A. Exhibits a willingness to accept and use suggestions for improvement

B. Demonstrates reliability and punctuality in attendance and in meeting obligations.

C. Exhibits professional ethics.

D. Exhibits initiative.

E. Develops and implements a Professional Growth Plan in consultation with the designated supervisor.

F. Completes a self-evaluation.

G. Performs other duties as assigned.

Physical Activity Level Some work is performed in physically comfortable positions with little or light physical effort, and some work requires moderate effort. Lifting thirty to forty pounds may be required and brief periods of heavy muscular exertion may be required. Interpreting/ and transliterating require extended use of the upper body muscles and fine motor movements of the hands. Physical requirements are subject to reasonable accommodation in accordance with ADA standards.