

2026 EXTENDED SCHOOL YEAR INSTRUCTIONAL AIDE / VISUALLY IMPAIRED

Dates: June 16, 2026 - July 16, 2026



PALO VERDE UNIFIED SCHOOL DISTRICT

At this time the District is opening the position of Extended School Year Instructional Aide / Visually Impaired. If you are interested, please complete the bottom portion of this form and return it to Christina Fabanich in the Personnel office by April 20, 2026 @ 3:30 PM

◆ Special Education

Definition:

Under the immediate supervision of the Summer School Teacher or the Summer School Administrator, the Instructional Aide / Visually Impaired is to provide assistance to visually impaired students in reading Braille to enable students to function effectively in a school setting; and performs other duties as assigned or as required to fulfill the requirements of the job.

Duties:

Improving Learning...Together

1. Assist visually impaired students in reading Braille and developing academic abilities to enable students to function effectively in an academic environment.
2. Transcribe written classroom and homework materials into Braille; modify instructional materials to facilitate learning for visually impaired students in a classroom.
3. Translates instructional directions into Braille and have a working knowledge of the Braille system.
4. Facilitate communication between student and teacher.
5. Acts as interpreter at Instructional Education Plan (IEP) meetings, parent/teacher conferences and other required situations.
6. Assists in the shaping of appropriate social behaviors.
7. Supervises students going to/from bus or other modes of transportation.
8. May assist with the administration of tests by interpreting information to individuals.
9. May perform related routine clerical duties as needed.
10. Performs other duties as required or as assigned by supervisors or by the District.

Minimum Requirements:

Demonstrated Knowledge: Ability to demonstrate an understanding, patient, and receptive attitude toward visually impaired students. Ability to effectively and efficiently tutor and instruct students in academic subject areas common to a school setting. Knowledge of common interpretation processes and practices in Braille; knowledge of basic concepts of child growth and development

Demonstrated Skills/Abilities: Ability to communicate effectively by Braille; ability to work effectively in an educational environment; ability to follow oral and written instructions with minimum direction; ability to establish and maintain effective working relationships; ability to work with continuous improvement processes to support a quality systems environment. Must be licensed and able to operate vehicle or obtain other form of transportation..

Education/Experience: Graduation from high school or equivalency; completion of at least 2 years of study/48 semester units from an institution of higher education or obtained an Associate's degree. Minimum of one (1) year experience in Braille terminology and usage, and subject matter areas applicable to the visually impaired.

*** Testing to be determined ***

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NAME: _____ PHONE: _____

HOME ADDRESS: _____

CURRENT POSITION: _____ SITE: _____

QUALIFICATIONS: _____

PLEASE RETURN THIS FORM TO PERSONNEL NO LATER THAN April 20, 2026 @ 3:30 PM