

LIGHTHOUSE VISION LOSS EDUCATION CENTER

JOB DESCRIPTION

ORIENTATION AND MOBILITY SPECIALIST

UPDATED: May 2019

FLSA STATUS: Salaried Exempt or Hourly on Call

SUPERVISOR: Rehabilitation Manager

JOB SUMMARY:

The Orientation and Mobility Specialist is responsible for the planning and delivery of individualized instruction in orientation and mobility for blind and visually impaired clients.

RESPONSIBILITIES:

Essential Functions:

- Conduct home-based pre-assessments of clients' needs for training that will allow them to travel safely in various environments.
- Write an individualized instruction plan with clear goals for instruction in conjunction with the client.
- Escort and/or transport clients as necessary for O&M lessons.
- Provide instruction in conjunction with individualized instruction plan.
- Evaluate client progress and make recommendations for further training if appropriate.
- Conduct client post-assessments to determine effectiveness of program.
- Complete and enter into database all reports and statistical information required by Lighthouse and funding sources such as DBS to document client progress including evaluations, goals, daily and monthly progress, prior to established deadlines.
- Assist in the development of needed community resources and education through in-service training programs.
- Provide classroom instruction for the Orientation and Mobility component of the Adjustment to Vision Loss course as needed.
- Attend meetings and trainings as needed.

Other Functions:

- Support Lighthouse's fund-raising activities.
- Perform other duties as assigned.

KNOWLEDGE/SKILLS/ABILITIES NEEDED:

- Bachelor's Degree in Visually Impaired Rehabilitation or a related field.
- Must have COMS certification.
- A minimum of one year of related experience preferred.
- Good knowledge of implications of eye disorders, blindness and other disabilities.

- Strong computer and internet skills and working knowledge of Google (preferred) and/or Microsoft Office applications.
- Strong interpersonal skills and the ability to deal with a diverse range of clients and staff in a professional manner.
- Excellent oral and written communication skills.
- Strong organizational skills and ability to prioritize tasks in order to meet deadlines.
- Works independently with minimal supervision.
- Discretion and ability to maintain confidential information.
- Ability to work cooperatively as a team member to meet organizational goals.

Physical Demands:

- Ability to operate basic office equipment such as computers, copiers, printers and fax machines.
- Ability to travel within service area (at times this can exceed two hours each way).
- Ability to operate equipment used in rehabilitation service delivery.
- Ability to stand for sustained periods of time assisting clients.
- Ability to speak loudly yet patiently with hearing-impaired clients.

Other Requirements:

- Access to reliable transportation enabling regular, predictable, on-time attendance.
- If employee drives a car for Lighthouse business, valid Florida driver's license, good driving record and proof of insurance are required.
- Pass background check.
- Maintain and provide proof of required professional certifications.

I have received this Job Description and understand its requirements.

Name

Date