

# Job Announcement

## Short-Term Programs

### Teacher Specialist, CSB

Please Circulate and Post



CALIFORNIA  
DEPARTMENT OF  
EDUCATION

**Final Filing Date: Open Until Filled**  
**(desire to fill for 2025 – 26 school year)**

**UNIT/PC#:** 184-640-9153-001

**Tenure/Time Base:** Permanent, Full-Time

**Location:** California School for the Blind, Fremont  
500 Walnut Avenue, Fremont, CA 94536

**Base Salary per month:** \$7,166.00 - \$9,898.00

**Recruitment & Retention per month:** \$700.00

**Total Salary per month:** \$7,866.00 - \$10,598.00

**Annual Salary:** \$94,392.00 - \$127,176.00

**Workdays:** 194 (Academic Calendar)

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## Duties

The Short-Term Programs Coordinator plays a pivotal role in facilitating educational opportunities for visually impaired students. Collaborating closely with educators and stakeholders, they develop and deliver school-year short courses and summer academies, integrating innovative and inclusive curricula to cater to diverse student needs. Actively engaging with families, educators, and community members, they advocate for inclusive education initiatives and organize outreach events. Additionally, they collaborate with health professionals to ensure student safety, establishing comprehensive health protocols and integrating health education into the program curriculum. Through professional development workshops, conference attendance, and research collaborations, they continually enhance their knowledge and skills, sharing best practices and staying informed about the latest research findings. Additionally, they oversee a transition to digital solutions, prioritizing accessibility and enhanced user experiences in accessing programs.

## Required Qualifications

Applicants must meet the following minimum qualifications:

- Valid California Clear or Preliminary Education Specialist Credential with authorization in Visual Impairments.
- Demonstrated experience teaching students who are blind or visually impaired, including those with additional disabilities and who are deafblind.
- Ability to create and write effective lesson plans that address diverse learning needs and incorporate accessible instructional strategies.
- Strong organizational skills and ability to establish, adjust, and manage both short- and long-term priorities.
- Excellent oral and written communication skills for interacting with students, families, school personnel, and community partners.
- Ability to work independently as well as collaboratively with other staff members and a wide range of stakeholders, including parents, school district personnel, and community members.

- Knowledge of accessible instructional strategies, assistive technologies, and universal design for learning.
- Proactive, self-directed approach to problem-solving and planning, with demonstrated initiative and follow-through.
- Commitment to equity, inclusion, and accessibility in education for students with visual impairments.
- Ability to travel independently or with support throughout the state as required for short-term programs and outreach activities.

## **Desired Qualifications**

Preferred candidates will also have:

- Experience in curriculum development that integrates accessibility, diverse instructional strategies, and inclusive practices.
- Familiarity with program evaluation, needs assessment, and data-driven improvement strategies.
- Experience with professional development, including organizing and delivering training or presenting at conferences.
- Ability to build and sustain community and interagency partnerships to enhance program delivery and student support.
- Knowledge of health and safety protocols, and experience collaborating with school nurses or health professionals.
- Proficiency with digital platforms and tools that support accessible communication and program delivery.
- Experience with or interest in educational research and continuous improvement in the field of visual impairment education.
- Enthusiasm for working with students in short-term and summer residential programs and contributing to a collaborative and inclusive school culture.
- Ability to advocate for the educational and social-emotional needs of students with visual impairments.
- Certification as an Orientation and Mobility Specialist (COMS) or experience collaborating closely with O&M specialists to support comprehensive programming for students with visual impairments.
- Possession of a valid California Driver's License and access to a vehicle for statewide travel is preferred but not required.

Please refer to the Duty Statement for further information related to job expectations.

## Benefits

Benefit information can be found on the California Department of Human Resources website, [www.calhr.ca.gov](http://www.calhr.ca.gov) and the California Public Employees Retirement System website [www.calpers.ca.gov](http://www.calpers.ca.gov)

From employee pensions managed by CalPERS to health, dental, and vision plans, state employment offers you many benefits. The Savings Plus Program provides additional opportunities to save for retirement with 401(k) and 457 Plans.

CalSTRS is only applicable if you are currently in the CalSTRS system and wish to remain in their retirement system.

The Teacher Specialist position at CSB works 194 days in the academic year (August – June).

## Pre-Employment Clearance

This position requires the following pre-employment clearance:

- Tuberculosis (TB) Risk Assessment and or Test
- Federal Bureau of Investigations (FBI) and Department of Justice (DOJ) Fingerprint Clearance.

## How to Apply

Submit the following required documents:

- California School for the Blind Faculty Application
- Resume
- Copy of transcript(s) from Bachelor's degree or above (upon hire, original transcripts are required)
- Attached Commission on Teacher Credentialing (CTC) public view of credential status or credential copy
- Three Letters of Recommendation (Note: Letters of Recommendations can be submitted later but will be required at the time of the interview. Please indicate if letters of recommendation are not included with application packet)

## Submit the completed application packet via email or mail to:

Dr. Chemene Hooker-Henry, Director - Human Resources  
CA Dept. of Education – California School for the Blind  
CA Dept. of Education State Special Schools Services Division – Diagnostic Centers  
500 Walnut Avenue  
Fremont, CA 94536  
[chhenry@csb-cde.ca.gov](mailto:chhenry@csb-cde.ca.gov)

All applications will be screened based upon desirable qualifications and experience.

For questions and/or additional information, please contact Dr. Chemene Hooker-Henry, at [chhenry@csb-cde.ca.gov](mailto:chhenry@csb-cde.ca.gov) or Adrian Amandi, Director of Statewide Outreach Services and the Education Resource Center [aamandi@csb-cde.ca.gov](mailto:aamandi@csb-cde.ca.gov) For more information regarding the [California School for the Blind](#) visit or <http://www.csb-cde.ca.gov>

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