

Education Director  
Perkins School for the Blind

summary

Perkins School for the Blind was the first school for the blind chartered in the United States in 1829. For over 181 years the staff at Perkins have been providing quality services to students and clients who are blind, visually impaired, deafblind and with or without additional disabilities. Located near Boston and Cambridge, our programs provide educational and training opportunities for students from birth to 22 years of age in day and residential programs. All of our programs and services strive to enable each student and client to develop his or her greatest potential and maximum independence.

The Secondary Program provides educational and residential services to students ages 14 through 22, who are blind or visually impaired and with or without additional disabilities. The program offers a variety of enrollment and curriculum options designed to meet each student's individual needs, including high school courses for grades 9-12 leading to a diploma.

Under the general direction of the Superintendent of Educational Programs, the Education Director oversees the design and implementation of educational services for students, as a member of a collaborative administrative team. Provides supervision to assigned teachers, related service providers, and other staff. Manages and facilitates staff development and communication with parents, employees, LEAs, and other community members.

## responsibilities

- Oversees the development and implementation of programming for students who are visually impaired and multiply impaired.
- Assists students to reach their maximum potential in areas of academic performance, vocational, social and independent living skills.
- Observes classes and lessons, and communicates regularly with assigned staff. Ensures that the educational program and staff are compliant with all regulations promulgated by licensing authorities.
- Oversees the development, adaptation and implementation of curriculum aligned with the Massachusetts Curriculum Framework and the Expanded Core Curriculum.
- Assists in the coordination of the MCAS testing process.
- Works with Local Education Authorities (LEAs) in developing individual education programs (IEPs) and oversees the implementation of programs.
- May participate in ISP's, Service Plan Reviews and Case Reviews. Facilitates the development of transition plans where appropriate and compiles reports based on the students' IEP's.
- Manages the development of individual class groups for assigned students, works with supervisory team to plan class groups and adjust students' schedules as necessary.
- Works with the residential team and Health Services to coordinate the programs for assigned students.
- Works with the supervisory team to screen applicants and hire qualified staff.
- Develops and manages the program budget.
- Serves as representative of the program on various campus-wide program committees.
- Maintains communication with students, parents, staff and other school departments.
- Serves as a liaison between districts, the Massachusetts Department of Elementary and Secondary Education, and

community members.

- Oversees the development and implementation of systems to insure the safety and well being of students and staff in the program. `
- Coordinates and oversees staff development and training, use of computerized programs for IEPs and student information and records. Performs other related duties and tasks as assigned.
- Supports and coordinates supervision of all employees in the assigned educational program.
- Assists in the overall direction, coordination, and evaluation of staff. Carries out supervisory responsibilities in accordance with the school's policies and applicable laws.
- Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

## Supervisory responsibilities

- qualifications
- Masters degree from a recognized college or university in Education with concentration in visual impairment or related field.
  - Massachusetts DOE Licensor as Program Director, Principal or Special Education Director or willingness to obtain certification within two years required. First Aid and Cardiopulmonary Resuscitation (CPR) Automated External Defibrillator (AED) Crisis Prevention and Physical.
  - Five (5) years teaching experience with children who are visual impaired including a wide a range of functioning levels and ages.
  - Two (2) years experience in a Supervisory or Leadership role.
  - Knowledge of Braille, or an equivalent combination of education and experience.
  - Ability to plan and conduct a program including continuous evaluation of each student's Individual Education Plan, MCAS Portfolios, the Core and Expanded Core Curricula, and MA Standards.
  - Knowledge of modern teaching techniques within the discipline. Experience in staff training, curriculum development and consultation.
  - Past experience in implementation of Special Education law, both on the state and federal level.
  - Ability to effectively communicate orally and in writing.
  - Ability to think clearly in stressful situations. High stress tolerance and physical stamina.
  - Ability to flex schedule to accommodate program needs.
  - Must occasionally be able to lift up to 50 lbs.

compensation & benefits

Salary is commensurate with experience and Perkins provides a complete benefits package, which includes, vacation time, tuition reimbursement, medical and dental insurance, LTD and Life insurance, retirement programs and staff development and training..

to apply

Perkins School for the Blind has engaged Koya Leadership Partners to help in this hire. Please send a compelling cover letter and resume to Katie Bouton at [executivesearch@koyapartners.com](mailto:executivesearch@koyapartners.com).

about  
perkins school  
for the blind

Perkins School for the Blind is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and LGBT applicants.

Perkins School for the Blind is an innovative leader in serving people with visual impairments. Strong leadership has created a legacy of education and discovery. We are always questioning how to best serve our students in the classroom, in the community and around the world. Perkins School for the Blind was the first school for the blind chartered in the United States in 1829. For over 181 years the staff at Perkins have been providing quality services to students and clients who are blind, visually impaired, deafblind and with or without additional disabilities. Our programs provide educational and training opportunities for students from birth to 22 years of age in day and residential programs. See what happens every day on our campus in this [video overview](#) or for more information go to <http://www.perkins.org>

about  
koya  
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Koya Leadership Partners is a national retained search and consulting firm that works exclusively with non-profits and social enterprises. We deliver measurable results, finding exceptionally talented people who truly fit the unique culture of our client organizations. For more information about Koya Leadership Partners, visit [www.koyapartners.com](http://www.koyapartners.com).