

# Job Announcement

## Supervising Teacher II- Principal of Education Programs

Please Circulate and Post



CALIFORNIA  
DEPARTMENT OF  
EDUCATION

**Final Filing Date: April 7, 2023**

**UNIT/PC#:** 184-620-9732-001

**Tenure/Time Base:** Permanent, full time (12 months)

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

**Base Salary per month:** \$9,804 - \$13,523

**Recruitment & Retention per month:** \$700

**Total Salary per month:** \$10,504 - \$14,223

**Annual Salary:** \$126,048 - \$170,676

---

### Duties

The Principal of Education Programs (Supervising Teacher II, Fiscal Year):

- Provides leadership, supervision, strategic planning, evaluation, and direction for Teachers and Teacher Specialists in CSB's Education Department Programs, including but not limited to Classroom Teachers, Braille Literacy Teacher, Adapted Physical Education (APE) Teachers, Music and Art Teachers, Librarian, Curriculum Specialist, and Clerical Staff.
- Oversees the development and implementation of appropriate IEPs and ITPs for students ages 6 to 22 and chairs IEP/ITP meetings throughout the school year.
- Collaborates with the Principal of Career and Vocational Programs and the Director of Student Services and Admissions to address issues of concern expressed in IEP meetings, student behavioral and mental health needs, discipline issues, etc. Provides leadership and strategic planning for CSB's Elementary and Middle School programs, as well as the CSB High School Mainstream Programs, ensuring the implementation of best practices, including data collection, program analysis, outcomes assessment, and long-range planning.
- Determines areas of need in regards to professional development for the departments being supervised, and provides staff training in relevant areas or makes arrangements for the provision of professional development as needed.
- Serves as a member of the CSB Cabinet, working closely with the Leadership Team and engaging in visionary program planning, futures planning, program coordination, and achievement of school-wide goals.
- Makes presentations, prepares comprehensive reports, and contributes information for various reports.
- Oversees CSB's sports coaches, providing support in planning and carrying out the sports season and overall supervision and coordination of the sports program.
- Reports directly to the CSB Site Superintendent.

## **Required Qualifications**

- Master's Degree in education or related field
- Applicant must possess a valid clear Education Specialist Instruction Credential with an Authorization in Visual Impairments or a Clinical or Rehabilitative Services Credential with an Authorization in Orientation and Mobility
- Applicant must possess a valid Preliminary or Clear California Administrative Services Credential (preferred), or be qualified and willing to enroll in an administrative internship program within the first year of appointment, and must obtain a valid preliminary or clear California Administrative Services Credential within two years of appointment.
- A minimum of five years of experience working with students with blindness, other sensory impairments, and/or multiple disabilities.

## **Desired Qualifications**

- Dynamic, forward-thinking leader who is constantly seeking to improve programs.
- Experience as a program supervisor, principal, or program specialist with oversight responsibilities of educational and/or transitional programs for students with blindness, other sensory impairments, and/or multiple disabilities.
- Experience with and understanding of evidence-based practices in secondary transition planning that lead to positive post-school outcomes for students with disabilities.
- Experience developing and evaluating educational programs for students ages 6 to 22.
- Experience working as a classroom teacher in an educational setting with students with visual impairments and additional disabilities.
- Knowledge of specialized curriculum and assessments for students with visual impairments, including students with additional disabilities.
- Ability to effectively plan, develop, implement, and direct a variety of programs and activities.
- Experience with and understanding of Common Core Academic Standards and the Expanded Core Curriculum.
- Experience supervising teachers and/or a variety of service providers to promote interdepartmental cooperation and efficiency.
- Experience working with local school districts and families to develop Individualized Education Programs (IEPs) and Individualized Transition Plans (ITPs), including facilitating IEP meetings, writing comprehensive, measurable, and appropriate IEP and ITP goals and objectives, and completing legally-compliant IEP paperwork.
- Knowledge and understanding of state and federal special education laws and regulations.
- Excellent interpersonal skills, problem-solving skills, conflict resolution skills, written communication skills, and oral communication skills.
- Ability to work collaboratively within a management team as well as with a wide range of stakeholders.
- Proactive self-starter with the ability to multitask, establish and rearrange priorities, and maintain focus on both short-term and long-term goals.

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

## Benefits

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

From employee pensions managed by the 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.

California State Teachers Retirement System (CalSTRS) is only applicable if you are currently in the CalSTRS system and wish to remain in their retirement system.

CSB is located in Fremont, CA and offers free parking. CSB is also two blocks from BART and the AC Transit bus stop is in front of campus.

## 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.

**Final Filing Date: April 7, 2023**

## How to Apply

Submit the following required documents:

- California School for the Blind [Faculty Application](#)
- Resume
- Cover letter with Statement of Qualifications
- Copy of transcript(s) from Bachelor of Art/Bachelor of Science and beyond (unofficial transcripts accepted with application but official transcripts are required upon hire)
- 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 please indicate if they are/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 (510) 936-5587 or [chhenry@csb-cde.ca.gov](mailto:chhenry@csb-cde.ca.gov) For more information regarding the California School for the Blind, visit California School for the Blind or [www.csb-cde.ca.gov](http://www.csb-cde.ca.gov)

---

The State of California is an Equal Opportunity Employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation.