# ISSUED Unknown

**REVISED June, 2011**

# SUPERSEDES

# TITLE Education Consultant CLASSIFICATION GRADE 08

#  SPECIALTY GRADE 74

###### BASIC FUNCTION AND RESPONSIBILITY

Assess the educational and behavioral problems of children and recommend appropriate placement and programming.

###### CHARACTERISTIC DUTIES AND RESPONSIBILITIES

Examine and evaluate children with educational and behavioral problems.

Recommend appropriate placement for children with educational and behavioral problems.

Refer children for further psychological treatment when applicable.

Serve as liaison between hospital and public education institutions for maladjusted students.

Prepare students for re-entry into public school setting.

Provide advice and counsel to classroom teachers.

Maintain records of progress on each student after his/her re-entry into public school.

Assist in the training of interns in Special Education and para-education.

Interpret problems of the maladjusted student to public educational institutions, other community agencies and parents.

Participate as a team member with teachers, parents, psychologists and counselors of students.

Coordinate and facilitate communications between parents, public schools and hospital staff.

Conduct training sessions for public school personnel and parents in techniques useful in dealing with behavior disorders, physically handicapped or academically maladjusted children.

Attend in-service training programs to remain aware of latest developments in the treatment of children with educational or behavioral problems.

Conduct research and publish results.

Maintain effective working relationships with faculty, staff, students and the public.

*In addition to the duties and responsibilities noted above, the position description must include statements from*[*UI Health Care Core Values (WECARE)*](https://uihc.org/mission-vision-and-core-values)*for Health Care positions or*[*Universal Competencies*](https://hr.uiowa.edu/careers/competencies/universal-competencies)*for all other positions.*

SUPERVISION RECEIVED

Supervision is received from a Director, Assistant Director or other designated official.

#### SUPERVISION EXERCISED

###### Functional supervision may be exercised over support staff.

###### QUALIFICATIONS

A Master's degree in Special Education or an equivalent combination of education and experience is required.

Reasonable (1-3 years) teaching experience in Special Education is required for educators serving children in the Circle School or admitted to the hospital.

Reasonable (1-3 years) experience in a K-12 school setting as a special education teacher or school psychologist is required for educators serving outpatients in the Child Psychiatry Clinic.

Valid certification, approval or endorsement by the State of Iowa is required.

Special Education Approval (Instructional Strategist II BD/LD) is required.

Excellent written and verbal communication skills are required.