

HOMEBOUND TEACHER – JOB DESCRIPTION

(General Education, Special Education, Compensatory Education Home Instruction [CEHI- PRS])

QUALIFICATIONS:

- (1) Bachelor's Degree or higher from an accredited educational institution.
- (2) Certified by the State of Texas the appropriate area.
- (3) Special Education Certification required for Special Ed. Homebound Instruction.
- (4) Satisfactory criminal background check.
- (5) Valid Texas' Driver's License and transportation available.

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to work with students who may suffer from acute or catastrophic illness or injury
- Ability to provide learning experiences in a variety of settings
- Knowledge of child development
- Broad knowledge of curriculum/instruction
- Knowledge of current educational research
- Basic understanding and knowledge of use of current technology
- Knowledge of learning styles and skill in using varied teaching methods to address student learning styles
- Skill in oral and written communication with students, parents, and others
- Ability to implement instructional activities for maximum effectiveness
- Ability to maintain appropriate student supervision so that students have a safe and orderly environment in which to learn
- Ability to work effectively with peers, parents, administrators and others
- Ability to maintain confidentiality

REPORTS TO: Campus Principal of Assigned Student

JOB GOAL

To provide an educational atmosphere in which student will move toward the fulfillment of their potential for intellectual, emotional, physical, and psychological growth and maturation in accordance with District philosophy, goals, and objectives.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

Planning/Preparations

- Implement instructional activities provided by student's teacher of record including any modifications/accommodations designed in the students IEP, 504 plan and/or homebound instructional plan.
- Provide learning environment that meets the needs of students with diverse cultural and socio-economic backgrounds, learning styles, and special needs.
- Provide instructional assistance to students that is clear, compelling and engaging.
- Deliver instructional strategies that contribute to a climate where students are actively engaged in meaningful learning experiences.
- Pick up and deliver student assignments as required and designated by the campus homebound coordinator

Classroom//Management

- Maintain effective and efficient record keeping procedures.
- Prepare required reports and maintain all appropriate records
- Maintain a dependable hospital/homebound schedule.
- Maintain a positive, organized, and safe learning environment.
- Manage time effectively.
- Manage materials and equipment effectively.
- Use appropriate student behavior management techniques.
- Assist in enforcement of school rules, administrative regulations, and Board policies.

Assessment/Evaluation

- Carry out responsibilities for test administrators, *i.e.*, handle materials in a secure manner.
- Provide appropriate feedback to the student's teacher of record regarding student progress during homebound sessions
- Maintain specific records of data collection.

Intervention/Direct Services

- Demonstrate knowledge and understanding of curriculum content.
- Apply principles of learning and effective teaching in instructional delivery.
- Use a variety of instructional strategies appropriate for teaching students from diverse backgrounds with different learning styles and special needs.
- Use appropriate materials, technology, and resources to help meet learning needs of all students.
- Provide appropriate instruction and modification for students with special needs..
- Provide a positive environment in which students are encouraged to be actively engaged in the learning process.
- Provide instruction on safety procedures and proper handling of materials and equipment.
- Recognize overt indicators of student distress or abuse and take appropriate intervention, referral, or reporting actions.

Technology

- Use appropriate technology in instructional delivery.
- Use technology to establish an atmosphere of active learning (as appropriate).

- Facilitate student access to the use of electronic resources (as appropriate).

Collaboration

- Communicate effectively, both orally and in writing, with other professionals, students, parents and community.
- Collaborate with students, parents, school staff, and other appropriate persons to assist in meeting student standards (as appropriate).
- Maintain effective communication with parents to solicit input in relation to student needs. (as appropriate).
- Collaborate with peers to create quality instructional environment.
- Serve as liaison between the school and the home for the delivery of instructional services to general education, special education or compensatory homebound instruction .
- Participate in ARD meetings/staffings when appropriate.

Professional Responsibilities

- Act in a professional and ethical manner and adhere at all times to the professional Code of Ethics.
- Perform and fulfill professional responsibilities.
- Perform other tasks consistent with the goals and objectives of this position.
- Demonstrate punctuality, regular attendance, and carry out assigned duties.

Student Growth and Achievement

- Establish and maintain a positive collaborative relationship with the students’ families to increase student achievement.
- Works with families and campus staff to ensure smooth transitioning of student back into regular school setting

Essential Performance Responsibilities

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and – or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District’s approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board’s policy on evaluation of personnel.

- **Current employees will be paid via: supplemental pay or “extra duty” pay**
- **Non-employees will be hired as “Temporary Employees**