

JEFFERSON COUNTY SCHOOLS
Job Description

POSITION: Homebound Instructors

IMMEDIATE SUPERVISOR: Director of Pupil Services

FLSA STATUS: Exempt

EMPLOYMENT TERM: 2017-2018 School Year - as needed

SALARY: \$25 per hour

EVALUATION: Performance in this position will be evaluated by the immediate supervisor and in accordance with WV State Code §18A-2-12, WV State Board Policy 5310, and JCBOE Evaluation Policy

PERFORMANCE RESPONSIBILITIES:

Elementary and Secondary Teacher

- Responsible for facilitating instruction on the core courses' content standards and objectives as guided by the student's classroom teacher(s). (126CSR42,6.2.d.5)
- Collects, secures, and understands instructional plans to be delivered to students.
- Delivers assignments and instruction to students, and monitors testing.
- Returns student work to classroom teacher for assessment.
- Strong working/communication skills with students, parents and peers.
- Addresses and implements students Individual Education Plan (IEPS) and 504 Plans and recommends revisions when needed.
- Meets professional responsibilities.
- Maintains professional work habits and adheres to the Teacher Code of Conduct. Includes other duties as assigned by the Director of Pupil Services.

Special Education Teacher

Same as above:

- Implements Individual Education Programs (IEPS) in accordance with Policy 2419

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential Duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS:

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to reach, stand, walk, lift, grasp, write, talk, hear, see, and use technology such as computers and multimedia

equipment, and use repetitive motions. While performing the duties of this job, the employee may **frequently lift and/or move at least 10 pounds** of materials. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff members.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Most commonly, the educational setting is indoors with outdoor settings for recess and field trip activities. The noise level in the work environment is low to moderate (20-60 dB). Exceptions include gymnasiums as well as vocational/technical laboratories where the noise levels may be moderate to loud (60-90 dB).

The information contained in the job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of duties performed by this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned by the Superintendent or his/her designee.

