

**POSITION TITLE:** Teacher – Homebound Instruction – Exceptional Education

**QUALIFICATIONS:** Collegiate professional license with endorsement in any area of special education and three years of successful teaching experience. Postgraduate professional license is preferred. Must have excellent communications, planning, organizational, presentation and public relations skills. Must have a broad background of professional training and experience to adapt instruction to each student's needs and adjust to varied home situations. Must have a high energy level and a strong commitment for working with children with special needs and adults. Knowledge, training and/or teaching experience with students (K-12) with emotional/behavioral problems and related learning differences is required. Must be knowledgeable of creative, innovative, nontraditional teaching strategies that have proven to be successful with these students. Must be flexible in teaching style and demonstrate an ability to stimulate students, and to encourage the development of concepts and integration of learning. Must be proficient at assessing individual student progress, planning lessons, and devising ways to improve teaching, collaborating with other educators and using the available technology. The ability to recognize and respond to individual differences is essential. Must be able to work in a collaborative and cooperative manner with parents, co-workers and community representatives. Must have experience with windows based computers and related software applications. Bilingual skills to include Spanish are a plus.

**PERFORMANCE EXPECTATIONS:** Provides a continuity of educational services to variety of homebound/home-based students. Maintains and files reports of homebound/home-based instruction services rendered. Coordinates educational services with the Manager of Pupil Personnel Services, classroom teachers, and parents. Manages the behavior of learners in the home/instructional setting. Collaborates with other staff and parents to develop and implement students' Individual Education Plans, including attending IEP meetings for students on homebound/home-based instruction. Provides access to academic instruction based on Virginia's Standards of Learning. Motivates each student to achieve maximum potential and develops lesson plans and age appropriate instructional materials and implements individual programs for homebound/home-based students. Translates lesson plans into learning experiences and integrates subject area content and technology. Adapts teaching materials and methods to develop relevant sequential assignments that guide and challenge students. Assesses needs of homebound/home-based students and evaluates student achievement; provides instruction in individual sessions; establishes and maintains standards of behavior. Administers standardized tests in accordance with established procedures. Evaluates students' progress by maintains appropriate records and prepares progress reports. Communicates with students, student counselors and parents through conferences and other means. Maintains professional competence through in-service education and self-selected professional books, instructional materials and professional affiliations. Participates in curriculum development programs, faculty committees and student activity sponsorship as required. Performs other related tasks as required.

**GENERAL DEFINITION AND CONDITIONS OF WORK:** Duties performed typically in a home setting. Performs professional work providing teaching to students in a specialized subject. Work requires lifting up to 20 pound, standing, sitting, walking, vocal

communication for expressing or exchanging ideas, hearing to perceive information at a normal spoken word level and visual acuity for preparing and analyzing written or computer data. Due to the various economic backgrounds of RPS students who received homebound and/or home-based services, teachers will be required to instruct students in all neighborhoods of Richmond City. Additionally, given that instruction is taking place in the student's home, a teacher should expect that the instructional environment may include noise and/or other background elements that are not typically present in a classroom environment and may or may not be distracting to the student. Further, homebound/home-based special education teachers must implement the student's IEP and track and maintain the data as to the student's progression towards meeting his or her educational goals consistent in the manner that the information is being tracked by the student's home school.

**REPORTS TO:** Manager of Pupil Personnel Services

**PAY SCHEDULE:** Teacher Salary Schedule

**LENGTH OF CONTRACT:** 200 Days (9.5 months)

**FLSA:** Exempt