

# ST. MARY'S COUNTY PUBLIC SCHOOLS CERTIFICATED POSITION DESCRIPTION

## HOME/HOSPITAL TEACHER FOR HOMEBOUND STUDENTS

**POSITION:** Home/Hospital Teacher for Homebound Students

**REPORTS TO:** Director of Special Education

**LOCATION:** Various Locations

### NATURE OF WORK:

The Home/Hospital Teaching Program for homebound students is for special education students who are unable to attend regular classes due to properly diagnosed physical or emotional health conditions or a determination of their least restrictive environment. Instruction occurs in the home with an adult present.

### ESSENTIAL FUNCTIONS:

Direct and evaluate student learning experiences; and Provide specially designed instruction to students to promote educational development and welfare as written in the child's Individualized Educational Programs. (IEP)

### DUTIES AND RESPONSIBILITIES:

- Develop an academic plan for the student and serve as the case manager;
- Develop a teaching schedule with the student and parent;
- Prepare lessons for each student meeting;
- Plan according to the instructional needs and abilities of the student; must implement IEP
- Relate plans to the county curriculum and to the classroom teachers' plans;
- Develop effective strategies to deal with physical/emotional disabilities;
- Assist students with learning activities;
- Collect data on student goals and objectives;
- Provide updated present levels of performance throughout the school year;
- Complete quarterly progress reports;
- Cooperate with students and staff;
- Maintain open lines of communication with students, staff, and parents; and
- Incorporate technology into lessons.

### QUALIFICATIONS:

- Minimum of Bachelor's Degree;
- Special Education Certification preferred;
- Demonstrate knowledge of curriculum, instruction, staff development, and assessment process; and
- Possess the ability to relate well with students, colleagues, parents, and staff.

### TERM OF EMPLOYMENT:

Full-time ten-month position.

### SALARY GRADE RANGE:

The salary for this EXEMPT position will be based on the EASMC salary schedule (#1) for ten-month employees.

### BARGAINING UNIT ELIGIBILITY: EASMC

