SCHOOL BOARD OF SAINT LUCIE COUNTY JOB DESCRIPTION

Position No. 52009  
Salary Schedule ($23/hour)  
FLSA Exempt  
Length of Work Year 10-11-12 months  
Date Approved 8/23/11  
Date Revised  

JOB GOAL

To organize and implement an instructional program to meet the needs of students who are unable to attend school due to medical reasons or special circumstance as determined by district personnel.

QUALIFICATIONS:

1. Bachelor’s degree or higher  
2. Valid Florida Educator’s Certificate – more than one subject/content area preferred  
3. Experience in teaching more than one content area

DUTIES AND RESPONSIBILITIES

1. Establish an appropriate schedule of homebound or hospital visits after consulting with school personnel, the parent(s), the Program Specialist for Hospital/Homebound, and if necessary, the Director of Exceptional Student Education.  
2. Plan and implement an appropriate educational plan for the homebound student based on individually assessed needs in accordance with district procedures.  
3. Coordinate educational plan and program based on regular communication with the homebound student’s in-school teachers.  
4. Prepare lessons and provide specialized instructional techniques designed to meet the educational needs of the homebound student.  
5. Identify, select, create and modify instructional resources.  
6. Acquire from the school or district the appropriate books and materials for use by the homebound student during the student’s absence from school.  
7. Complete reports, collect data, and provide information for monitoring and reporting of student progress.  
8. Clearly and accurately communicate needs, progress, status and recommendations regarding students in written reports and in conferences with teachers, parents, administrators and resource agencies.  
9. Display an awareness of the individual needs of each student and an understanding of the characteristics exhibited by each student.  
10. Be flexible in responding to evidence that there is need for changes in planned activities in order to better meet students’ needs.  
11. Perform other duties as assigned by the Director of Exceptional Student Education.

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