



# Irvine Unified School District

## HOME INSTRUCTION TEACHER

### DEFINITION:

A Home Instruction Teacher works with a student to keep them connected to their school of attendance during periods of time when the student is unable to attend school. The Home Instruction teacher travels to the student's home and serves as the conduit between the student, the student's family, and the teacher(s)-of-record at the student's school of attendance during the time period when the student is unable to attend school.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Provides instruction to meet the individual needs of students, including IEP goals and objectives.
- Develops instructional plans to meet the needs of individual students.
- Selects and requisitions instructional materials, books, etc., and maintains inventory records.
- Evaluates each student's performance and growth in knowledge and understanding and prepares progress reports.
- Facilitate and ensure a smooth transition and return to the school of attendance when the student is determined able to return.
- Complete and deliver the Home Instruction Teacher Report at the end of the assignment to the Home Instruction Teaching Services Office.
- Collaborate with the school of attendance teacher(s) (elementary, middle or high school) to achieve the goals of the Home Instruction: (1) to return the student to school at the point they are well or able, and (2) to return them back into those classes that they left when they became ill.
- Understands that Home Instruction teaching may be fluid and "temporary", with the goal to help students maintain their academic rigor as closely as possible, ultimately allowing reintegration following their time away from school.
- Work in concert with the school of attendance teacher(s) to keep the student moving forward in his/her classes.
- Maintains communication and follow guidance from the school of attendance teacher(s)-of-record to implement and carry out lesson plans provided by the teacher(s)-of-record, keeping to the scope and sequence of activities that can be duplicated at home.
- Proctors tests and quizzes and return them to the teacher(s)-of-record for assessment and grading.
- Participate in professional learning opportunities as needed.

### QUALIFICATIONS:

To perform this job successfully, an individual must be credentialed and 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.

### CREDENTIAL:

Valid California Credential authorizing service in grade levels and areas assigned. Valid California Driver's License.

### TRAINING AND EXPERIENCE:

Successful teaching experience totaling at least five years is preferred.

### EDUCATION:

Bachelor's degree including all courses to meet credential requirements.

### PHYSICAL DEMANDS:

The physical demands described here 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 regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; talk or hear; and taste or smell. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**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.

There will be some travel to non-traditional school locations, including student homes.

The noise level in the work environment is usually moderate.

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