



SCHOOL DISTRICT U-46
JOB DESCRIPTION
HOME BOUND TUTOR

JOB DESCRIPTION REVISION DATE: 4/18/12

DEPARTMENT / SCHOOL: Special Education Department

REPORTS TO: Health Service Supervisor

SUPERVISES: N/A

POSITION GOAL:

Teacher to work with home bound students grades K-12

ESSENTIAL FUNCTIONS:

1. Teaching curriculum supplied by classroom teachers, special education teacher and/or OT/PT therapist
2. Picking up and dropping off work at student's home and school
3. Communicating with parents, students, teachers, nurses and counselors

KNOWLEDGE AND CRITICAL SKILLS:

1. Degree in education and or special education certification
2. Illinois teaching certificate for grade/subjects teaching and or Special Education Certified
3. Ability to be self-motivated and responsible
4. Must be flexible and comfortable working with students on a one to one basis
5. Ability to teach a variety of subjects
6. Organized

EXPERIENCE AND EDUCATION:

1. Classroom teaching
2. Tutoring

ENVIRONMENTAL CONDITIONS:

1. Requires travel
2. Working in students home or public places such as the library

PHYSICAL DEMANDS:

1. Requires prolonged sitting or standing
2. Occasionally requires physical exertion to manually move, lift carry, pull, or push heavy objects or materials, such as screening equipment and files
3. Occasional stooping, bending, and reaching

ADA:

The employer will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990.

This job description will be reviewed periodically as duties and responsibilities change with business necessity. Essential and marginal job functions are subject to modification.

TERMS OF EMPLOYMENT:

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Nine month position (189 work days)

EVALUATION:

Performance of the position will be evaluated with provisions set by the Board of Education as per contract.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____