



**Job Title:** In Home Trainer **Wage/Hour Status:** Exempt  
**Reports To:** Assigned Coordinator,  
Director of Special Education **Pay Grade:**  
**Dept. /School:** Special Education Assigned Caseload **Date Revised:** May 27, 2011

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**Primary Purpose:**

Plan and provide In home training and parent training to students with disabilities. Assess students and plan intervention to assist in generalizing skills to allow students to derive meaningful benefit from the education program.

**Qualifications:**

**Education/Certification:**

Appropriate professional and paraprofessional certification

**Special Knowledge/Skills:**

Skill in use of tests and measurements for evaluating student needs for In Home Training as a related service.

Experience working with students with severe or low-incidence disabilities.

Ability to instruct students and manage their behavior.

Ability to instruct and train parents to work with their child(ren).

Excellent organizational, communication, and interpersonal skills.

**Experience:**

Two years experience working with students with severe or low-incidence disabilities.

**Major Responsibilities and Duties:**

**Therapy:**

1. Plan and provide direct and consultative services consistent with In Home training goals contained in students' Individual Education Plans (IEP).
2. Evaluate student progress and determine readiness for termination of In Home training.
3. Design, construct, and alter equipment.
4. Provide students with adaptive equipment and devices.

**Evaluation:**

5. Assess students with disabilities and determine eligibility for services.
6. Participate in the IEP meeting to assist with interpretations of evaluation data, appropriate placement, and goal setting for students with disabilities according to district procedures.

7. Adapt or recommend adaptation of the home or school environment.

**Consultation:**

8. Consult with education staff regarding the use of specialized materials.
9. Consult with district staff and parents regarding the needs of students.
10. Provide staff development training in assigned schools to help school personnel understand students with disabilities and purpose of In Home training.
11. Consult with parents, teachers, administrators, and other relevant people to enhance their work with students.

**Student Management:**

12. Create an environment conducive to learning and appropriate for the maturity level, interests, and needs of the student.
13. Establish control and administer discipline according to the Student Code of Conduct and student handbook.

**Program Management:**

14. Develop and coordinate a continuing evaluation of the In Home training program and make changes based on the finding.
15. Assist in the selection of equipment and adaptive materials.
16. Compile, maintain, and file all physical and computerized reports, records, and other required documents.
17. Comply with policies established by federal and state law, State Board of Education rule, and local board policy.
18. Comply with all district and assigned campus routines and regulations.
19. Effectively communicate with colleagues, students, and parents.
20. Participate in professional development activities to improve skills related to job assignments.
21. Other duties as assigned.

**Supervisory Responsibilities:**

None

**Equipment Used:**

**Working Conditions:**

**Mental Demands/Physical Demands/Environmental Factors:**

Maintain emotional control under stress. Regular district wide travel to multiple work locations as assigned.

*NOTE: The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, or skills that may be required.*