



CLASSIFIED
Job Class Description

Equal Employment
Opportunity

INSTRUCTOR – PHYSICAL EDUCATION

DEPARTMENT/SITE: SCHOOL SITE

SALARY SCHEDULE: Classified Salary Schedule
(Group 1/Group 15)

LEVEL: Range 42

WORK YEAR: 10 Months

REPORTS TO: PRINCIPAL OR DESIGNEE

DATE CURRENT JOB DESCRIPTION APPROVED:
Board of Trustees effective:.....August 12, 2021

JOB GOAL/PURPOSE:

Under the supervision and direction of Site Principal or Designee to provide each student with an ongoing program of physical education designed to maintain physical fitness and a sense of pleasure and competence in the practice of physical skills. The incumbents in this classification provide the school community with instructional services which directly support student learning.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Instructor – Physical Education is assigned to provide physical education instruction and enrichment to students; to plan and implement presentation and materials related to specialized area of instruction to enrich the academic program.

ESSENTIAL FUNCTIONS, TASKS AND DUTIES:

- Plan and provide appropriate physical education instruction to pupils that maximizes participation and is aligned to physical education model content standards; implement the regular school physical education program; maintain an orderly classroom.
- Tutor pupils, teachers, or small groups by demonstrating games and physical education activities.
- Model lessons from adopted curriculum under supervision of Adapted Physical Education teacher; in-service staff.
- Organize and schedule field space and equipment.
- Lead in the coordination or fitness testing; and lunch time intramural activities
- Assist PTA/PTO with planning the end-of -year field day.
- Plan and implement presentations and materials related to specialized area of instruction to enrich the academic program.
- Develop methods to explain or demonstrate the information to students; prepare teaching aides.
- Prepare and issue material and equipment for student use.
- Monitor and control student behavior according to established procedures.

- Maintain inventories of supplies, material and equipment, ensuring that adequate amounts are available for timely instructional use.
- Adjust and maintain specialized equipment, if any, ensuring timely availability for student use.
- Maintain learning environment in a safe and orderly condition.
- Assist in the development, and advise and supervise extracurricular student activities, parent in-services, and related community programs.
- Provide playground supervision.
- Supervise and perform cleanup activities.
- Tutor and instruct individual students in small groups and whole classes.
- Assist in providing physical education instruction to students; tutor small groups by demonstrating games and physical education activities.
- Meet with other classified and/or certificated team members for professional development, instructional planning, and coordination of the academic program to benefit students.
- Use consistent delivery of classroom or student behavior plan.
- Demonstrate positive, respectful and age-appropriate interactions with students across all school settings as demonstrated by positive tone of voice and pointing out successes of students.
- Conduct structured play such as organized games that encourage sportsmanship.
- Teach problem solving by mediating conflict resolutions.
- Administer first aid for the purpose of providing emergency care.
- Report observations and incidents relating to specific students, for example, discipline, accidents, illnesses, etc.
- Resolve conflicts & disputes for the purpose of maintaining orderly conduct.
- Supervise safe use of playground equipment for the purpose of providing a safe & healthy environment for students.
- Perform other functions, duties and tasks related to this class as assigned.

JOB QUALIFICATIONS /REQUIREMENTS:

(At time of application.)

Knowledge of:

- Physical education activities and exercises
- Physical fitness requirements
- Record keeping techniques
- General needs and behavior of children
- Safety practice
- Interpersonal skills including use of tact, patience and courtesy
- Instructional and tutorial procedures
- General needs and behavior of children

Skills:

- Read, write and understand the English language
- Correct English usage, grammar, spelling, punctuation and vocabulary

Ability to:

- Develop and maintain collegial relationships with staff

- Work with minimal supervision
- Work in conjunction with classroom teachers and Discovery Lab Teams
- Work effectively with all children including those with special needs
- Maintain confidentiality
- Maintain cooperative working relationships with staff, students and parents
- Assume the responsibilities involved in working independently with pupils
- Understand and follow oral and written direction
- Communicate effectively, both orally and in writing
- Be flexible and able to adapt to changes in routine and duties
- Be reliable in attendance and punctuality
- Provide a satisfactory role model for students in terms of language, appearance and attitude
- Maintain confidentiality and positive attitude at all times

EDUCATION REQUIRED:

High school diploma or the equivalent.

Two years of college (48 units), **or**

A.A. degree (or higher) in Recreation Management, Physical Education or a related field, **or**

Pass a local assessment of knowledge and skills in assisting in instruction.

B.A. or B.S. degree in related field preferred.

EXPERIENCE REQUIRED:

Two (2) years experience providing instruction to children. (Experience in the field may be substituted for the degree requirements where appropriate.)

LICENSE(S) REQUIRED:

- Possession of a valid California driver's license and remain insurable at the District's standard insurance market rate. Current DMV report.

CERTIFICATIONS AND TESTING REQUIRED:

- Must possess valid First Aid and CPR certificate.
- Pass the District's applicable proficiency exam (e.g., written test, oral interview and/or work sample) for the job class with a satisfactory score.
- After offer of employment, obtain:
 - Criminal Justice and FBI Fingerprint Clearance
 - Negative pre-employment drug screen test at District's expense
 - Pre-employment physical exam at District's expense
 - Negative TB test result plus periodic post-employment retest as required (currently every four years)

WORK ENVIRONMENT/PHYSICAL DEMANDS:

(Must be performed with or without reasonable accommodations)

- Classroom, playground and/or other outdoor environments
- Lifting, carrying, pushing or pulling light to moderately heavy objects up to 35 pounds
- Dexterity of arm, shoulders, hands, and fingers to demonstrate activities or games

- Walking, running, and jumping
- Hearing and speaking to exchange information
- Seeing to observe students
- Bending at the waist, kneeling or crouching to assist students
- Standing for extended periods of time
- Exposure to climatic elements and intermittent noise
- Potential for contact with bloodborne pathogens and communicable diseases