

JOB TITLE: INSTRUCTIONAL AIDE II – PHYSICAL EDUCATION

BASIC FUNCTION

Under general supervision, to assist instructional personnel in the performance of a variety of specialized physical education and physical fitness instructional activities; to perform instructional support and follow-up activities; and to do other related work as required.

ESSENTIAL JOB FUNCTIONS

- Assists instructional personnel in the implementation of physical education activities following a prescribed plan developed in cooperation with instructional personnel
- Assists in evaluating and determining the skill and fitness levels of pupils in physical education groups
- Instructs individual and small groups of children in individual, and team physical activities to reinforce and follow up instructional and skill development activities
- Assists in the set-up and dismantling of equipment and play areas for game and physical education instructional activities
- Assists in the administration of physical fitness and skill tests, and other evaluative activities
- Assists in the maintenance and follow-up of behavior management and behavior shaping plans
- Participates in the planning, organization and implementation of self-directed game activities, including softball, soccer, volleyball, basketball, football and other games common to the physical education curriculum
- Establishes and maintains a variety of records related to the physical education program
- Assists in the inspection and review of game activity areas and equipment to ensure that the physical education functions and activities are conducted in a safe and non-hazardous environment
- May assist in the conduct of health, personal hygiene, grooming and self-help skill development
- May assist in the implementation and conduct of adaptive physical education activities
- May requisition, store, distribute, and maintain an appropriate inventory of physical education instructional supplies and equipment
- May assist in the planning, organization, and development of water safety instructional activities
- Administers routine first aid and seeks assistance for serious illness or injury situations

JOB REQUIREMENTS - QUALIFICATIONS

Skills, Knowledge and/or Abilities Required:

Knowledge of:

- Basic concepts of child growth and development and child behavior characteristics
- Behavior management strategies and techniques typically utilized with school aged children
- Appropriate English usage, punctuation, spelling, and grammar
- Instructional strategies pertaining to physical education and physical fitness instruction
- Variety of equipment used in the physical education program
- Rules and officiating techniques for appropriate team sports

Ability to:

- Demonstrate an empathetic, patient, and understanding attitude with all K-12 students; Interpret, understand, and follow up student special physical education plans
- Communicate satisfactorily in oral and written form
- Prepare clear and concise reports
- Establish and maintain cooperative working relationships with children and adults
- Understand and carry out oral and written directions with minimal supervision
- Establish and maintain positive and effective working relationships
- Work courteously and tactfully with co-workers, students and parents
- Promotes team building and a positive work environment
- Adapt easily to work assignments, additional priorities and new procedures
- Receive constructive criticism and modify work appropriately
- Prioritize and identify needs and solve problems independently as appropriate
- Suggest procedural improvements to superior as appropriate
- Skillfully handle difficult situations using good judgment
- Maintain high level of professionalism in keeping the needs of customers a top priority
- Maintain physical stamina necessary to perform as required

PHYSICAL DEMANDS

- Persons performing service in this position classification will be expected to perform medium work, which involves lifting no more than 50 pounds at a time with frequent lifting or carrying of objects weighing up to 25 pounds. If someone can do medium work, we determine that he or she can also do sedentary and light work. (*Per the Code of Federal Regulations – Section 404.1567 “Physical Exertion Requirements”*)

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXPERIENCE AND EDUCATION REQUIREMENT

Experience:

One (1) year of paid or volunteer experience working with school age children in an organized physical education program or equivalent.

Education:

Equivalent to the completion of High School, supplemented by coursework or training in child growth and development, psychology, physical education, and other related educational programs preferably at the community college level; coursework or training may be substituted for required experience.

LICENSE AND/OR CERTIFICATE REQUIREMENT

- Possession of a First Aid Certificate issued by the American Red Cross, including CPR training