

Job Title:	Instructional Specialist, Health & Physical Education
Grade Level/Terms of Employment:	Unified Pay Schedule, Pay Grade 123
FLSA Status:	Exempt
Work Location:	Department of Curriculum & Instruction
Immediate Supervisor:	Coordinator, Health & Physical Education

General Description:

The Instructional Specialist for Health & Physical Education provides leadership to advance health and physical education achievement for all students in grades K-12. The Specialist assists in coordinating and implementing the district's Health and Physical education programs which includes designing, scheduling and monitoring programs, including developing a *Special Olympics Unified Champion Schools* initiative focused on inclusion. In addition to reviewing, and revising curriculum and assessments aligned to the Virginia Standards of Learning, the Specialist also supports teachers and administrators through professional development, coaching, and providing appropriately aligned resources to foster student success.

Essential Duties and Responsibilities:

- Monitors the instructional program for K-12 health and physical education, including the development, implementation, and coordination of curriculum and programs
- Launches the Unified Physical Education initiatives for students with and without intellectual disabilities, including students with intensive support needs, through fitness, sports, leadership and wellness activities
- Facilitates whole school engagement activities, which are student-led and positively impact school climate
- Coordinates division-wide professional development, classroom embedded professional development, and topic-specific training sessions for Health and Physical Education teachers focused on inclusion
- Observes instruction regularly and provides coaching and feedback to teachers and administrators
- Facilitates a division-wide Little Feet Meet, a culminating sports event for elementary students with and without intellectual disabilities
- Facilitates Unified Sports opportunities for middle and high schools to build student leadership for students with and without intellectual disabilities
- Designs, schedules, and monitors national, state, district, school and community programs (including practice and competition) for both students and teachers
- Supports the management of the health and physical education budgets, including state and national funds; ensures health and physical education resources are ordered appropriately and distributed to schools in a timely manner
- Assists in the collection, review, and submission of all required information for state and federal reporting plus Unified Champion Schools reporting
- Maintains a working relationship with relevant community stakeholders
- Coordinates the gathering and analysis of health and physical education data
- Stays abreast of the health and physical education program trends, best practices, and methodology
- Performs other related duties as assigned

Qualifications:

- Postgraduate Professional License with an endorsement in PK-12 Health and Physical education required
- Minimum of three years of teaching in health and physical education
- Minimum of three years of coaching or athletic experience
- Experience and/or certification in adaptive physical education with an emphasis on Special Olympics programs and initiatives
- Recent successful experience as a supervisor, coach, or teacher leader experience in health and physical education
- Deep understanding of the progression of the knowledge, skills, and processes of health and physical education as defined in the Virginia Standards of Learning
- Experience in the development of curriculum in health and physical education with an emphasis on adaptive physical education (including integration across the curriculum), and the development of budget and grant proposals
- Ability to coach teachers in meeting the diverse needs of students, including the ability to diagnose and respond to learning gaps through differentiated instruction
- Ability to develop, monitor, and manage programs to achieve established goals and objectives
- Ability to work in a cooperative manner with a variety of diverse groups, including parents, teachers, administrators, and community stakeholders
- Excellent verbal and written communication skills
- Bilingual/fluency in Spanish preferred