CLASS TITLE: **SENIOR INSTRUCTIONAL ASSISTANT, PHYSICAL EDUCATION**

DEFINITION: Under supervision of the Program Administrator, assists Physical Education teachers in providing physical education instruction and activities; and performs other related duties as required.

EXAMPLES OF DUTIES:

- Assist in developing grade level appropriate fitness and health related lessons/units
- Assist in the developing and providing physical education instructional activities for students
- Assist P.E. teacher in motivating, instructing and supervising students
- Report information about a student which may have educational significance to the teacher
- Assist developing a record keeping system which will allow students to track their own progress
- Communicate on a regular basis with teachers regarding all aspects of the physical education program
- Perform duties of a physical education nature indoors during times of inclement weather
- Work directly and independently with large groups of students in improving skill development
- Travel from location to location may be required
- Assist the physical education teacher in performing specific duties as assigned or undertaking specialized tasks
- Assist in establishing and maintaining standards of student behavior
- Assist the physical education teacher in creating an environment that is conducive to learning and appropriate to the maturity and interests of the students
- Take all necessary and reasonable precautions to protect students, equipment, materials and facilities
- Assist in the maintenance and storage of equipment
- Set up equipment for class

DESIRABLE QUALIFICATIONS:

Training and Experience: Any combination of training and experience equivalent to: graduation from high school; two years experience working with youth; two years college level coursework in a field related to physical education.

Knowledge of:

- Appropriate subject matter, programs and special instructional or communications procedures
- Correct English usage, spelling, grammar, punctuation and mathematics
- School district rules, policies and regulations
- General practices, methods and techniques used in physical education teaching

- Diverse academic, socioeconomic, cultural and ethnic backgrounds of students

Skill in:

- Following oral and written directions
- Communicating clearly orally and in writing
- Recordkeeping

Ability to:

- Establish and maintain an effective working relationship with others
- Analyze situations accurately and adopt an effective course of action
- Understand and follow oral and written directions
- Work independently
- Exercise good judgment, use discretion and maintain confidentiality

Licenses:

- A valid California Driver's License is required.

Certificates and Other Requirements:

Ability to meet proficiency requirements as set forth in applicable state and federal laws and District Annual Notices (i.e. Mandated Reporting, Blood Borne Pathogen). Certification in First Aid and CPR required every 2 years.

Environment:

School-based settings or other District designated environment working with students in a diversified special education classroom environment.

Physical Abilities:

Sufficient vision to monitor students during activities and to read instructional materials; hearing and speaking to exchange information and provide assistance to students and staff; frequently walking, reaching, holding with arms, bending at the waist, crouching and/or squatting to assist students; dexterity of hands and fingers to assist students and to operate specialized equipment or office equipment; pushing wheelchairs; lifting and/or manipulating objects or persons, and/or use of motion up to 25 lbs. or equivalent with or without assistance by another individual and/or with or without the assistance of devices designed to support the lifting effort.

Other Qualifications:

Must successfully pass the District's pre-employment fingerprinting and TB testing.