



Mobile County PUBLIC SCHOOLS

Job Description Title – PHYSICAL EDUCATION TEACHER

SUPERVISED BY/REPORTS TO: Principal or his/her designee

FLSA Designation: Exempt

QUALIFICATIONS:

- Bachelor's Degree or higher from an accredited college or university. Physical Education, Exercise Science, Health, and Kinesiology Majors preferred.
- Valid Alabama teaching certificate in the grade level, subject area(s) assigned.
- Ability to be punctual and maintain regular attendance.

LANGUAGE SKILLS:

Ability to communicate in English, both verbally and in writing. Ability to effectively present information and respond effectively to questions in one-on-one and small group situations to students, parents, and other school staff. Ability to verbally respond to common inquiries from students. Ability to read and interpret documents such as the Alabama Course of Study, safety rules, Individual Education Plans (IEPs), operating and maintenance instructions, procedure manuals, governmental regulations, professional journals, and any other instructional documents deemed necessary to carry out the requirements of the job. Ability to write routine reports and correspondence that conform to prescribed style and format.

INTERPERSONAL SKILLS:

Works well with others from diverse backgrounds and cultures. Focuses on solving conflict, maintaining confidentiality, listening to others without interrupting, keeping emotions under control, remaining open to others' ideas, and contributing to building a positive team spirit. Ability to effectively present information and respond effectively to questions in one-on-one situations and promotes positive interactions with other faculty members. Teachers should be sure that all their social media accounts are professional and appropriate.

REASONING ABILITY:

Ability to identify and define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions. Ability to anticipate student and/or environmental problems that may happen in a dynamic Physical Education environment.

COMPUTER SKILLS:

General knowledge of computer usage and ability to use email, internet, and word processing software. Must learn other software used by the district.

PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job:

The employee is regularly required to speak and listen. The employee is frequently required to walk, stand, sit, use hands for fine manipulation, handle or feel, and reach with hands and arms using a keyboard and video display terminal. The employee is occasionally

required to stoop, kneel, or squat. The employee may regularly lift and/or move up to 25 pounds and occasionally lifts up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, ability to focus, and peripheral vision.

PERFORMANCE RESPONSIBILITIES AND ESSENTIAL DUTIES:

1. Prepares/sets up gym prior to the first day of school. Sets up equipment prior to class. Monitors use and care of equipment, materials, and facilities. Ensures the classroom and/or instructional environment is attractive, healthful, safe, and conducive to learning and that materials are in good condition and accessible to students. Maintains equipment in an organized and efficient storage area.
2. Prepares and implements lesson plans, using the Alabama Course of Study and is guided by the curriculum guides of the district and the school. Provides for appropriate learning experiences for each student. Develops and teaches from lesson plans focused on sports fundamentals and skills development. Creates emergency lesson plans as required.
3. Establishes and enforces rules of conduct in accordance with the rules of the school; supervises students in the gym and on the athletic fields. Cooperates in school-wide supervision of students for both in-class and during out-of-class activities. Actively supervises students in hallways before, after, and between classes, in library, in the cafeteria, bus areas, and at special events, ensuring safety and security.
4. Highly effective instructional practices will be utilized when teaching. Provides an atmosphere and environment conducive to the intellectual, physical, social, and emotional development of students. Prepares and implements engaging lesson plans, providing for appropriate learning experiences for each student.
5. Demonstrates skills and exercises being taught. Teaches exercises before testing fitness. Assists students in performing skills; teaches safety rules related to each activity. Monitors and evaluates student skill levels and outcomes. Accesses fitness levels and performs fitness testing twice a year.
6. Provides appropriate instruction and modifications for students with special needs, including exceptional education students and students who have limited proficiency in English. Differentiates instruction to meet the needs of diverse students for the purpose of providing an effective program that meets district requirements and able to work with Special Education and ELL teachers. Develops appropriate modifications for I.E.P. and 504 Plans. Attends IEP, Section 504, or other related meetings necessary for student assessment and/or compliance with federal and/or state law.
7. Participates in administration of state and/or standardized testing as assigned; establishes appropriate testing environment and ensures test security by adhering to testing procedures and policy manuals.
8. Knowledgeably and responsibly communicates accurate and timely regarding individual student progress via newsletters, emails, notes, phone calls, to all relevant stakeholders. Keeps electronic gradebook up to date.
9. Maintains accurate, complete, and correct records as required by law, district policies and administrative directives.
10. Identifies and refers unusual student behavior to appropriate specialists, reports to the nurse any injury or illness to a student or self.
11. Knowledgeably participates in fire drills, emergency plans, lockdown procedures for the school.
12. Participates in in-service and staff development activities and staff meetings as required or assigned. Maintains an on-going program of professional growth.

13. Always understands and promotes the school's mission and values. Is a role model for students and supports the mission of the school district.
14. Reports potential problems, or unusual events, to appropriate administrative or supervisory personnel. Reports incidents (i.e. fights, suspected child abuse, suspected substance abuse, bullying, depression, suicide threats etc.) for the purpose of maintaining the personal safety of students and employees.
15. Reports absences and takes leave in accordance with Board policies and procedures.
16. Works well with all administrators, teachers, and other members of the school staff.
17. Performs other duties assigned by supervisor, administrator, or principal.

OTHER DUTIES:

- Participates in various student and parent activities which occur at school, usually after hours, including but not limited to PTA or PTO, Open House, student clubs and after school activities.
- May be asked to participate in community activities such as Hoops for Heart or other fitness related community activities.
- May be required to move furniture involving the set-up of the gymnasium for special assemblies or programs.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- Is exposed to weather conditions (i.e., cold and heat) when teaching outside the building.
- Is exposed to various noise levels in the gymnasium and in locker rooms.
- May be exposed to humidity, wind, and pollen when teaching outside.
- May be exposed to bloodborne pathogens.

EVALUATION

Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on Evaluation of Certified Employees. Evaluation will be conducted by the building principal or his/her designee.

TERMS OF EMPLOYMENT

9-months (187 days) 7 hours per day usually Monday through Friday. Daily work schedule will be determined by the Principal or his/her designee. Work assignments and schedules are subject to change. At Will Employee subject to the Students First Act of 2011 and other applicable state and federal laws.

SALARY

See current Salary Schedule on Human Resources Webpage.

This job description describes the general nature and level of work performed by employees assigned to this position. It is not intended to be an exhaustive list of all job goals, qualifications, and responsibilities and the employee may be required to perform other related duties as assigned. The Mobile County Board of Education Division of Human Resources reserves the right to amend the job description as needed, without notice.