

**SAN MATEO COUNTY OFFICE OF EDUCATION
TEACHER, PHYSICAL EDUCATION**

JOB SUMMARY

Under the direction of an assigned administrator, provide instruction to physical education students; design and provide an educational program following California State Frameworks for Physical Education; assess, monitor and report on student eligibility and progress; work collaboratively with parents, staff and agencies to address educational needs of students and perform related duties as assigned.

ESSENTIAL DUTIES:

- Teach knowledge and skills in physical fitness, health education, rhythms and dance, and individual, dual, or team sports to secondary students;
- Analyze, demonstrate, and explain basic skills, knowledge, and strategies in formal sports, games, rhythms, and fundamentals of body movement;
- Utilize a variety of instructional skills and methods; vary instructional modes to accommodate student needs, interests, learning style, and ability levels;
- Provide individualized and small group instruction in order to adapt the curriculum to the needs of each student;
- Assess students using formal and informal assessments for the purpose of identifying eligibility and educational needs including curricular, social and equipment needs; monitor, evaluate and report on the progress of students;
- Confer with parents and professional staff for the purpose of addressing problems and/or concerns related to the education of the student;
- Establish and maintain a cooperative working relationship with community agencies for the purpose of facilitating the educational program for students;
- Maintain equipment and materials required for physical education students for the purpose of accessing current curriculum including ordering, inventorying, storing, and issuing equipment and materials;
- Maintain accurate records of pupil enrollment registers, service schedules, assessment data collection, and other required information;
- Establish and maintain a sanitary, safe, orderly, attractive and positive learning environment;
- Attend professional development and meetings;
- Perform other related duties, as assigned.

KNOWLEDGE OF:

- Instruction, assessment for physical education;
- Educational evaluation and assessment techniques;
- Various adapted physical education instructional methods and activities;
- Positive discipline and classroom management techniques;
- Alternative education programs.

SKILLS AND ABILITIES TO:

- Prepare concise educational reports;
- Identify appropriate instructional materials and equipment;
- Counsel/confer/collaborate with students, parents, professionals and agencies;
- Communicate effectively orally and in writing;
- Meet deadlines and complete assessments in a timely manner;
- Maintain confidentiality;
- Exercise good judgment and initiative to resolve problems in a timely manner;
- Work effectively in a team environment with students, parents, staff members and managers;
- Collaborate with probation officers, counselors, teachers, employers and other support staff in planning and implementing educational programs for students;
- Assist individuals in assessing vocational/career skills and translating results into realistic employment plans;
- Work with parents to increase their effectiveness in supporting student progress;
- Assess individual needs, establish realistic and appropriate goals and objectives, and design and implement a program for each student.

WORKING CONDITIONS:**Environment:**

Indoor and outdoor work environment

Physical Demands:

- Ability to stoop, bend, stretch, grasp, pull, and push;
- Ability to react and respond quickly;
- Ability to walk extended distances;
- Ability to lift 35 pounds (one person), and up to 100 pounds with two person lift.