

# Physical Education Teacher

## POSITION:

Executes school physical education curriculum to students in Lower, Middle and Upper Schools. Works closely with Physical Education and Athletic Director to ensure program execution in accordance with standards and policy. Promotes athletic programs and participation to expand the athletic program.

## RESPONSIBILITY OVERVIEW:

Execute physical education and athletic programs to benefit enrolled students and maximize resources. Provides feedback to leadership regarding use of resources and student expectations. Ensures facilities and equipment are maintained to promote a positive learning environment. Maintains safety of students. Controls all aspects of physical education to promote program expansion and student participation.

## ESSENTIAL JOB FUNCTIONS:

- Supports and upholds the philosophy of Catholic education and the mission of the school
- Acts as a witness to Gospel values by modeling the teachings of the Catholic Church
- Supports and adheres to the policies and procedures of the school and The Personal Ordinariate of the Chair of Saint Peter
- Maintains confidentiality regarding school matters
- Carries out comprehensive physical education program and maintains documentation of instructional planning
- Provides appropriate material and equipment for students to engage in learning
- Uses effective instructional methods/models according to professional standard practice
- Uses varied assessment tools to perform both formative and summative assessments
- Provides instruction and assessment for understanding
- Maintains current and accurate student records according to school policy
- Practices positive, consistent discipline in the management of classes
- Communicates with the Physical Education and Athletic Director regarding field and gym use
- Carries out the disciplinary policies of the school
- Attends and participates in faculty, school and parent meetings
- Attends and participates in the scheduled number of In-Service days as required
- Communicates effectively with students, parents, and other professionals
- Demonstrates professionalism in conduct, demeanor, and work habits
- Maintains a work schedule that maximizes availability to the school, students and staff
- Supervises extracurricular activities as assigned
- Supervises arrival and dismissal of students and assists in the supervision of students as needed
- Other duties as assigned

## IMPORTANT JOB FUNCTIONS:

- Cooperates with and participates in the planning and evaluating of school physical education programs
- Cooperates with and assists the principal in improving the curriculum and instructional program
- Maintains good relationships and works cooperatively with many people, such as principals, pastors, clergy, ordinariate officials, department heads, supervisors, fellow teachers, teacher aides, students, parents, secretaries, and custodians, in planning activities and policies relating to the school

- Maintains liaison with parents including, but not limited to, holding informal meetings with parents at school or conducting formal parent conferences
- Keeps abreast of advances in education, particularly by reading recent publications in his or her subject matter or field

#### KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of the basic teachings of the Catholic Church
- Knowledge of physical education curriculum, instructional methods/strategies, and curriculum differentiation
- Knowledge of child development, learning and behavior
- Able to manage student behavior
- Able to communicate effectively in both written and verbal form
- Able to work well with others in a school community
- Skill in handling multiple tasks simultaneously
- Skill in job appropriate technology
- Skill in critical thinking and planning

#### WORKING CONDITIONS:

- Required to work some nights and weekends
- Required to manage high to moderate levels of stress
- Required to work a minimum of a full school day
- Required to work in standard gymnasium and at outdoor sports fields

#### MENTAL/PHYSICAL DEMANDS:

- Required to lift or carry supplies, and sporting equipment
- Required to maintain composure and avoid inappropriate displays of anger
- Required to demonstrate physical education movements, such as throwing, catching, jogging, standing, bending, stoop, reaching, grabbing, pulling, etc on a daily basis
- Required to perform repetitive physical tasks such as computer keyboarding, writing, and reading
- Required to monitor students in a variety of locations including those with noise, activity, and inclement weather

#### MINIMUM QUALIFICATIONS:

- Bachelor's degree in Kinesiology or related field
- Current CPR/AED certification and first aid training
- Experience in education, coaching, or related field
- 12 credit hours in education courses or a valid, appropriate state certificate, as outlined in the Texas Catholic Conference Education Department standards
- Practicing Catholic in good standing with a commitment to ongoing formation in catechetical and spiritual leadership development