



# Irvine Unified School District

## PHYSICAL EDUCATION PARAPROFESSIONAL

### DEFINITION

Under the general supervision of the site administrator, to conduct learning experiences for students in the field of physical education; to perform a variety of clerical duties and related work as required.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- Assists instructional personnel with the development and presentation of learning materials and instructional exercises.
- Oversees and supervises students during activities.
- Develops a variety of instructional materials for use in physical education classes.
- May perform a variety of regular clerical duties, such as filing, typing, or duplicating materials.
- May operate a variety of instructional media, office machines, and equipment.
- Maintains discipline in the absence of a teacher.
- Analyzes, demonstrates, and explains basic skills, knowledge, and strategies in formal sports, games, rhythm, and fundamentals of body movement.
- Develops activities that follow the IUSD Curriculum Guidelines for physical education.
- Plans and implements special activities for students.
- Coordinates Irvine Junior Olympics
- Participates in playground supervision.
- Analyzes, demonstrates and explains basic skills and strategies in formal sports, games, rhythms and fundamentals of body movement.
- Provides a yearly plan for all students k-3, and 4-6.
- Provides and implements unit plans, and daily lesson plans.
- Incorporates classroom teacher.
- Explains and demonstrates basic skills knowledge in all sports.
- Provides fundamentals of body movement and movement education.
- Analyzes and demonstrates strategy in sports and games.
- Provides a daily physical fitness program including cardio-vascular fitness.
- Administer present councils fitness testing.
- Co-ordinates Irvine Jr. games, and all school field days.

### QUALIFICATIONS GUIDE

#### Knowledge of:

- General concepts of child growth and development and child behavior characteristics.
- Techniques used in controlling and motivating students.
- Routine purposes and goals of public education.
- Specific subject area content as required in job assignment.

#### Ability to:

- Assume responsibility for supervision students
- Learn and utilize basic methods and procedures to be followed in instructional settings.
- Perform routine clerical work.
- Demonstrate an understanding, patient, warm, and receptive attitude toward children.

- Understand and carry out oral and written instructions.
- Maintain cooperative working relationships with students, staff, parents, and the general public.

**Training and experience:**

- Equivalent to completion of the twelfth grade; some paid or volunteer experience working with children in an educational or child care setting; or any combination of training and experience that could likely provide the desired knowledge and abilities.
- Participation in courses at the college level in the area of physical education, child development, and recreation.

**PHYSICAL DEMANDS:**

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and taste or smell.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and depth perception.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions and is regularly exposed to fumes, airborne particles, and grasses; seasonal exposure to pollens. The employee occasionally works near moving mechanical parts.

The noise level in the work environment varies from day to day. Some days being loud with lawn mowers, helicopters, sirens, etc., and some very peaceful, quiet days.

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