Position Description

<table>
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<tr>
<th>Position: Teacher – Adaptive Physical Education</th>
<th>Grade: TRUE CORE</th>
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<td>Board Approved: 9/27/16</td>
<td>FLSA: Exempt</td>
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**Summary**

Under direction will develop physical skills and abilities of students with developmental deficiencies by a program of specialized instruction; documenting teaching and students’ progress/activities/outcomes; developing students’ leadership, teamwork, responsibility and social skills; providing a safe and optimal learning environment; and providing feedback to students, parents and administration regarding students’ progress, expectations, goals, etc.

**Essential Duties and Responsibilities**

- Advise parents and/or legal guardians of students’ progress for the purpose of supporting teacher’s expectations, developing methods for improvement and/or reinforcing classroom goals in the home environment.
- Assesses students’ physical and perceptual motor needs, progress, expectations, goals, etc. for the purpose of developing baseline information for placement, program development, and feedback to students, parents and administration.
- Assesses students’ progress, expectations, goals, etc. for the purpose of providing feedback to students, parents and administration.
- Coordinates activities of instructional assistants, occupational and physical therapists, classroom teachers and/or community agency personnel for the purpose of providing program continuity.
- Develops specialized equipment, goals and objectives for the purpose of improving students’ motor skills.
- Directs instructional assistants, volunteers and/or student aides for the purpose of providing an effective school program and addressing the needs of individual students.
- Instructs students, aides, parents and other staff for the purpose of assisting students to maximize their physical performance.
- Participates in a variety of meetings for the purpose of conveying and/or gathering information required to perform functions.
- Prepares teaching materials and related reports (e.g. grades, attendance, anecdotal records, etc.) for the purpose of implementing lesson plans and documenting students’ progress.
- Reports incidents (e.g. fights, suspected child abuse, suspected substance abuse, etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment and adhering to Education Code, administrative and/or school policies.
- Performs other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the work unit.

**Qualifications**

- **Knowledge and Skills**
  
The position requires skills and knowledge to perform multiple, highly complex, technical tasks with a need to routinely upgrade skills in order to meet changing job conditions. Requires specialized knowledge of and experience in the use of modern treatment techniques. Requires knowledge and understanding of the relationship between the total educational program and pupil personnel services. Requires knowledge of the uses and limitations of assessment tests. Requires knowledge of pertinent education code provisions pertaining to the position. Requires knowledge of the IEP process and state regulations on proficiency and academic progress. Requires knowledge of development of and use of learning, diagnostic, and communication aids.
Requires a working knowledge of and skill at using a computer and multimedia equipment operations including common office productivity software, internet, and computer-aided programs supporting education. Requires professional level writing skills sufficient to prepare case management materials and reports. Requires well-developed human relations skills to conduct interviews, conduct and facilitate therapy, and convey concepts in individual settings, and work cooperatively with a diverse population of students and parents.

- **Abilities**

  Requires the ability to perform all of the duties of the job that support its objectives. Requires the ability to plan, prioritize, and assign work in order to meet yearly schedules and timelines. Requires the ability to learn and apply pertinent legislation, regulations, and district requirements for performance. Requires the ability to write complex reports and program materials. Requires the ability to solve complex problems where trade-offs and risks are involved, confrontations exist, and status of staff and students can be impacted. Requires the ability to manage complex projects measure performance outcomes. Position requires the ability to interact on both a formal and informal basis with a wide range of contacts within and outside of the school setting. May require the ability to communicate in a second language.

- **Physical Abilities**

  Requires sufficient ambulatory ability to move about school campus environments on a continuous basis. Requires sufficient visual acuity to recognize words and numbers. Requires hand-arm-eye coordination to use a computer keyboard and retrieve files from standing forward flexing and seated positions. Requires auditory capacity to speak and hear in public settings.

- **Education and Experience**

  - Valid California Adaptive Physical Education Credential, First Aid/CPR.

- **Licenses and Certificates**

  - Requires a valid driver’s license.

- **Working Conditions**

  Work is performed indoors/outdoors where minimal safety considerations exist.

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.