

These statements may not describe the entire job, but are intended to describe the general nature, essential functions, and level of qualifications and skills required for the position.

SPECIAL SCHOOL DISTRICT, St. Louis County, MO

Job Description

Position Title: Physical Education, Itinerant (Adaptive)

Reports To: Area Coordinator

Summary: Facilitates the integration of students into a regular physical education program.

Job Responsibilities:

(To be successful at SSD all positions must embrace the principles of – One Child-One Team, service oriented leadership, accountable management, and effective collaboration.)

Instruction and Learning – Student achievement/performance and staff growth

1. Assesses and reassesses as required, the physical education needs for SSD Phase I and II students.
2. Diagnoses student strengths and weaknesses as they relate to the physical education program; consults with and refers to other specialists as required..
3. Develops IEP goals and objectives for identified students who need APE.
4. Collaborates with LEA personnel in the implementation of APE goals and objectives
5. Documents the APE program, i.e., lesson plans, game modifications, alternative activities.
6. Develops and provides in-service training to LEA personnel.
7. Provides consultation concerning students' APE programs to LEA personnel, parents and Special School District personnel.
8. Makes recommendations and participates in the development of the APE budget.
9. Maintains precautions to protect students, equipment, and facilities.
10. Maintains accurate inventory of supplies and equipment.
11. Assists the OT/PT/APE coordinator in developing and implementing policies, procedures, rules and/or regulations.
12. Adheres to the policies, procedures, rules and regulations of the LEA when implementing APE programs.
13. Adjusts schedule to provide educationally related services to students, parents and others beyond the instructional day when required or requested to do so.
14. Participates in activities leading to professional growth as approved by the area coordinator.
15. Maintains routine contact with OT/PT/APE coordinator as well as LEA personnel concerning scheduling.
16. Attends meetings and serves on committees as required.

Qualifications:

Education and/or Experience:

Missouri certified physical education K-12; BS with 12 hours in adaptive physical education and special education; prefer (1) two years teaching experience, (2) work experience in regular education setting as well as in programs for students with disabilities and 3) Masters in adaptive physical education.

Certificates, Licenses, Registrations

Physical Education Certification (K-12) required. Special Education Certification preferred.

Essential Functions:

(To perform this job successfully, an individual must be able to perform the following essential functions satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and policy and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively one-on-one and before groups.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, decimals and percentages.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Physical Demands

While performing the duties and responsibilities of this job, the employee is regularly required to talk and hear, stand, walk, sit, and use hands and arms to handle, feel and reach. The employee is occasionally required to stoop or kneel and occasionally lift and move up to 50 pounds. Regular attendance on the job is expected.

Terms of Employment:

Contract terms covering compensation, benefits, and working conditions are specified by the Board of Education's policies, agreements and approvals.

Approved Date: February 2004