



**CLASSIFIED  
Job Class Description**

Equal Employment  
Opportunity

**INSTRUCTOR – PHYSICAL EDUCATION**

**DEPARTMENT/SITE:** SCHOOL SITE

**SALARY SCHEDULE:** Classified Salary Schedule  
(Group 1)

**LEVEL:** Range 42

**WORK YEAR:** 10 Months

**REPORTS TO:** PRINCIPAL OR DESIGNEE

**DATE CURRENT JOB DESCRIPTION APPROVED:**

Board of Trustees effective: 04/17/2025

**JOB GOAL/PURPOSE:**

Under the supervision and direction of the Site Principal or Designee, the Instructor-Physical Education will use the provided curriculum when collaborating with other educators to provide learning experiences for students through an ongoing program of supplemental physical education designed to maintain physical fitness and a sense of pleasure and competence in the practice of physical skills. The incumbents in this classification provide the school community with instructional services that directly support student learning.

**DISTINGUISHING CHARACTERISTICS:**

This job is distinguished from similar jobs by the following characteristics: The Instructor – Physical Education is assigned to provide supplemental physical education experiences and enrichment to students; to plan and implement learning experiences related to the specialized area in order to enrich the academic program.

**ESSENTIAL FUNCTIONS, TASKS AND DUTIES:**

- Plan and provide appropriate supplemental physical education experiences to students that maximize participation and is aligned to California's Physical Education Model Content Standards and Physical Education Framework for California Public Schools; Model, instruct and coach students, teachers, and small groups by demonstrating games and physical education activities.
- Model P.E. Framework and Standards-aligned lessons under supervision of Adapted Physical Education teacher.
- Organize and schedule field space and equipment; maintain a safe and orderly indoor classroom or outdoor environment; Supervise and perform cleanup activities.
- Lead the coordination of Grade 5 Physical Fitness Testing; and lunch time intramural activities.
- Assist PTA/PTO with planning a field day.
- Plan and implement presentations and materials related to specialized academic areas of instruction to enrich the program.
- Develop methods to explain or demonstrate information to students; prepare teaching aides.

- Prepare and issue material and equipment for student use.
- Maintain inventories of supplies and equipment, ensuring that adequate amounts are available for timely instructional use; prepare and issue material and equipment for student use.
- Adjust and maintain specialized equipment, if any, ensuring timely availability for student use.
- Assist in the development of, and advise and supervise extracurricular student activities, parent in-services, and related community programs.
- Conduct structured play such as organized games that encourage sportsmanship and inclusiveness.
- Provide playground supervision.
- Meet with other classified and/or certificated team members for professional learning, instructional planning, and coordination of the academic program to benefit students.
- Demonstrate positive, respectful and age-appropriate interactions with students across all school settings as demonstrated by positive tone of voice and the celebration of student successes.
- Use consistent delivery of classroom management, classroom procedures, and behavior supports to promote positive student behavior.
- Teach problem solving by mediating conflict resolutions.
- Administer first aid for the purpose of providing emergency care.
- Report observations and incidents relating to specific students, for example, discipline, accidents, illnesses, etc. to appropriate school staff.
- Resolve conflicts and disputes for the purpose of maintaining orderly conduct.
- Supervise safe use of playground equipment for the purpose of providing a safe and healthy environment for students.
- Perform other functions, duties and tasks related to this class as assigned.

### **JOB QUALIFICATIONS/REQUIREMENTS:**

*(At time of application.)*

#### **Knowledge of:**

- Physical education activities and exercises
- Physical fitness requirements
- Record keeping techniques
- General needs and behavior of children
- Safety practice
- Interpersonal skills including use of tact, patience and courtesy

#### **Skills:**

- Read, write and understand the English language
- Correct English usage, grammar, spelling, punctuation and vocabulary

#### **Ability to:**

- Develop and maintain cooperative working relationships with staff, students and parents
- Work independently and in collaboration with classroom teachers and Discovery Lab Teams
- Work effectively with all children including those with additional support needs
- Maintain confidentiality and a positive attitude at all times
- Assume the responsibilities involved in working independently with students
- Organize and coordinate diverse activities
- Understand and follow oral and written direction
- Communicate effectively, both orally and in writing

- Be flexible and able to adapt to changes in routine and duties
- Be reliable in attendance and punctuality
- Provide a satisfactory role model for students in terms of language, appearance and attitude

### **EDUCATION REQUIRED:**

*(Experience in the field may be substituted for the degree requirements where appropriate.)*

- High school diploma or the equivalent.
- Two years of college (48 units), or A.A. degree (or higher) in Recreation Management, Physical Education or a related field.
- B.A. or B.S. degree in related field preferred.

### **EXPERIENCE REQUIRED:**

Two (2) years of experience providing instruction to children. Any combination of training and experience that could likely provide the required knowledge, skills, and abilities would qualify. A typical way to obtain the knowledge, skills, and abilities would be the completion of relevant college coursework in the area of specialty and/or at least one year of work experience directly related to the field of specialty.

### **LICENSE(S) REQUIRED:**

- Possession of a valid California driver's license and remain insurable at the District's standard insurance market rate.

### **CERTIFICATIONS AND TESTING REQUIRED:**

- Must possess and maintain a valid First Aid and CPR certificate.
- After offer of employment, obtain:
  - Criminal Justice and FBI Fingerprint Clearance
  - Negative pre-employment drug screen test at District's expense
  - Pre-employment physical exam at District's expense
  - Negative TB test result plus periodic post-employment retest as required (currently every four years)

### **WORK ENVIRONMENT/PHYSICAL DEMANDS:**

*(Must be performed with or without reasonable accommodations)*

- Classroom, playground and/or other outdoor environments
- Lifting, carrying, pushing or pulling light to moderately heavy objects up to 35 pounds
- Dexterity of arm, shoulders, hands, and fingers to demonstrate activities or games
- Walking, running, and jumping
- Hearing and speaking to exchange information
- Seeing to observe students
- Bending at the waist, kneeling or crouching to assist students
- Standing for extended periods
- Exposure to climatic elements and intermittent noise
- Potential for contact with bloodborne pathogens and communicable diseases