

Southeast Area Cooperative Job Description

Position: Adapted Physical Education Teacher

Status: Exempt

Requirements:

Education Level: Bachelor's Degree from an accredited program with a concentration in adaptive physical education, exercise science and physical education or special education is required.

Experience Desired: An interest in working with children with disabilities. Any related experience would be beneficial.

Physical Requirements: This position requires good physical skills in hand-eye/mind-eye coordination, hearing and frequent repetitive motions with wrists, hands and fingers including assisting young students with various tasks. The ability to effectively communicate verbally and in writing is required. At times the position will require carrying and lifting equipment, filing, stooping, sitting, standing and walking and getting up and down off the floor. Possess the physical ability to perform all the essential functions and duties identified in the job description. Valid driver's license is required.

Other Requirements: Excellent oral and written communication skills. Demonstrates skills in human relations, leadership and conflict management. Demonstrates competency in word processing, spread sheets and data bases. Demonstrates the ability to work well with others. Must demonstrate skills in program development, coordination and teaching.

Reports To: Director

Essential Functions & Duties:

1. responsible for setting up schedules to cover needs of the member districts
2. assists in the identification of students in need of adaptive physical education
3. utilizes appropriate assessment procedures to determine the individual needs of eligible students
4. works cooperatively with IEP team members in planning and implementing an appropriate plan for students
5. implements and monitors relevant elements of the IEP agreed upon by the IEP planning team for each eligible student
6. implements and coordinates activities needed to carry out the desired programs for students
7. develops lesson plans, instructional activities and materials and provide individualized and/or group instruction in order to meet student needs
8. evaluates student growth, maintains appropriate records and prepares progress reports
 1. communicates results to the student's team (teachers, parents, paraprofessionals, etc.)
9. maintains current knowledge of regulations and procedures related to programs and services for students with disabilities
10. works with general education staff to plan, implement, and facilitate the appropriate integration of individuals with exceptional needs into general physical education situations
11. works with parents and teachers of individuals with disabilities as well as other ancillary personnel
12. communicates on a regular basis with the appropriate therapists, teachers, etc.

- 13. plans and implements a developmentally appropriate physical education curriculum for preschool age children
- 14. maintains care and custody of all physical equipment assigned
 - 1. reports any damages or defects to the director
- 15. follows district and cooperative policies and procedures
- 16. prepares and participates in IEP meetings/placement meetings, etc.
- 17. seeks out and participates in professional growth activities
- 18. performs other duties and functions as requested by the director of Southeast Area Cooperative
- 19. understands and practices confidentiality with regard to the requirements set forth in the Family Educational Rights and Privacy Act

Working Conditions:

<u>Inside</u>	<u>Outside</u>	<u>Both</u>
		X

Climatic Environment:

Typically, work is conducted in comfortable classrooms, offices and other appropriate school settings. However, some working areas are not climate controlled and may be subject to extremes in temperature and humidity. Varying degrees of travel is required for this position which may result in exposure to outside elements because of weather conditions.

Hazards:

Some classrooms, offices and school settings may expose employees to communicable diseases. In a typical school setting exposure to chalk dust, chemicals, fumes, stairs, etc. are potential hazards including structural supports, equipment, materials, and other overall environmental surroundings. Travel between schools and other school settings may cause exposure to hazardous driving and walking conditions because of weather conditions. I have read and understand this job description and can fulfill the essential functions as listed.

Signature

Print Name

Date