



**JOB TITLE: HEALTH AND PHYSICAL EDUCATION TEACHER**

**REPORTS TO:** Principal

**SUPERVISES:** Students

**NATURE AND SCOPE OF JOB:**

Assumes professional responsibility for providing learning experiences in the visual arts and supervision of students in a supportive and positive climate that develops in each student the skills, attitudes, and knowledge to meet and exceed the State Core Curriculum Content Standards and Common Core, using approved curricula, materials, and directives of the school. Achieving academic excellence requires that the Health and Physical Education Teacher work collaboratively with other members of the school staff and with parents.

**QUALIFICATIONS:**

The Health and Physical Education Teacher shall:

1. Hold a New Jersey instructional certificate in accordance with the requirements of N.J.S.A. 18A:27-1 et seq., and N.J.A.C. Title 6 Chapter 11 with health and physical education endorsement and other endorsements for the position held (N.J.A.C. 6:11-6.1, 6.2.).
2. Hold and maintain CPR certification and first aid certification.
3. Hold and maintain, if assigned responsibilities for teaching swimming, an American Red Cross water safety certificate registered with the State Department of Education.
4. Have excellent experience in teaching and working with students in the field of comprehensive health and physical education.
5. Hold a valid driver's license with no serious violations.
6. Have excellent integrity and demonstrate good moral character and initiative.
7. Demonstrate knowledge and understanding of the concepts of health and physical education, safety, child growth and development, effective instructional strategies, classroom management, learning assessment and diagnosis, and research related to learning.
8. Exhibit a personality that demonstrates enthusiasm and interpersonal skills to relate well with students, staff, administration, parents, and the community.
9. Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
10. Demonstrate the ability to use electronic equipment for word processing, data management, information retrieval, visual and audio presentations, and telecommunications.
11. Provide proof of U. S. citizenship or legal resident alien status by completing Federal Form I-9 in compliance with the Immigration Reform and Control Act of 1986.
12. Provide evidence that a criminal record history check has been conducted and clearance has been given by the Department of Education, or, during the initial six month period provide a sworn statement that the individual has not been convicted of a crime or a disorderly person's offense in accordance with 18A:6-7.1.
13. Provide evidence that health is adequate to fulfill the job functions and responsibilities with reasonable accommodation pursuant to 42 U.S.C. 12101 and in accordance with N.J.A.C. 6:3-4A.4.
14. Pass the State required Mantoux Intradermal Tuberculin Test as required by N.J.A.C. 6:3-4A.4.
15. Meet such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.



### **VERIFICATION OF COMPETENCY:**

1. District Application and resume.
2. Required documentation outlined in the qualifications above.
3. A minimum of three letters of reference from former employers, teachers, professors or other professional sources, or copies of recent evaluations and observations of teaching performance.
4. College transcripts.

### **EMPLOYMENT TERMS:**

The Health and Physical Education Teacher shall be employed under the following terms:

1. Work year of ten months.
2. Salary or hourly wage, benefits, and leave time as specified in the Collective Bargaining Agreement.
3. Conditions established by all laws and codes of the State, and all policies, rules, and regulations established by the Board of Education (N.J.S.A. 18A:27-4 et seq.).

### **JOB FUNCTIONS AND RESPONSIBILITIES:**

The Health and Physical Education Teacher shall perform all job functions and assume all responsibilities outlined in the Elementary Teacher or Secondary Job Description. The Health and Physical Education Teacher is an integral part of the total school program and has specific professional responsibilities related to the certification held and professional position assigned, and shall:

1. Plan and implement instruction to ensure that all students meet and exceed the State Core Curriculum Content Standards in the six broad categories of comprehensive health and physical education:
  - health promotion and disease prevention concepts and health-enhancing behaviors;
  - health-enhancing personal, interpersonal, and life skills;
  - effects of the use and abuse of alcohol, tobacco, and other drugs;
  - biological, social, cultural, and psychological aspects of human sexuality and family life; · movement concepts and skills for lifelong physical activities; and
  - health-related fitness concepts.
2. Plan and implement instruction to ensure that all students meet and exceed the five broad areas of the Cross-Content Workplace Readiness Standard:
  - develop career planning and workplace readiness skills;
  - use technology, information, and other tools;
  - use critical thinking, decision-making, and problem solving skills;
  - demonstrate self management skills; and
  - apply safety standards.
3. Incorporate each of the Core Curriculum Content Standard into instruction, when
4. appropriate, to reinforce the school's responsibility to ensure that all students meet and exceed all of the Standards. Coordinate instruction with other teachers of the school.
5. Communicate regularly and assist the classroom teachers with integrating health and physical education into the instructional program.



6. Provide a variety of learning experiences so that students demonstrate skills and concepts learned through individual and group demonstrations of skills, portfolios, and a variety of communication mediums, including electronic media presentations.
7. Provide an adaptive physical education program as identified in the Individual Education Plan (IEP) of students. Work with the Child Study Team in developing the specifications in the IEP.
8. Organize and administer the physical fitness test annually.
9. Ensure the safety of students in physical education activities by providing a comprehensive program in safety instruction, injury prevention and management, and physical conditioning prior to activity.
10. Inspect facilities, grounds, and equipment regularly, and report immediately any irregularities. Provide appropriate supervision to prevent injury.
11. Provide emergency care arising from accident and illness at school in accordance with Policy and Regulations 5330 and 8441.
12. Work cooperatively with the administration and the School Nurse so that there is a clear understanding of emergency response protocols.
13. Follow established procedures for sanitation and hygiene in the handling of body fluids.
14. Submit in a timely fashion all required accident reports.
15. Review periodically the health and physical education curriculum for the district and recommend modifications when appropriate so that the curriculum serves as a framework for planning sequential instruction to address the Core Curriculum Content Standards and the developmental needs of the students.
16. Prepare orders for supplies and equipment within the approved budget, following established purchasing procedures.
17. Maintain an inventory and in safe working condition all health and physical education equipment.
18. Recommend budget needs to the Principal.
19. Participate in school physical education and health education activities, including special and after school programs.
20. Protect confidentiality of records and information gained as part of exercising professional duties and use discretion in sharing such information within legal confines.
21. Perform any duties that are within the scope of employment and certifications, as assigned by the assigned supervisor, and not otherwise prohibited by law or regulation.
22. Adhere to New Jersey school law, State Board of Education rules and regulations, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.
23. Physical Education Teachers shall make every effort to place themselves in positions where they can observe the activities of the entire class at all times. For this reason, Physical Education Teachers shall not directly participate in games and activities. Demonstration of how to properly perform a particular game or activity shall not be considered participation.

#### **PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. Unless reasonable accommodations can be made, while performing this job the staff member shall:

1. Use strength to lift items needed to perform the functions of the job.
2. Sit, stand and walk for required periods of time.



3. Speak and hear.
4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
5. Communicate effectively in English, using proper grammar and vocabulary. American Sign Language or Braille may also be considered as acceptable forms of communication.
6. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

**ENVIRONMENTAL DEMANDS:**

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated and non-air conditioned facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.
6. Exposure to fumes from various art materials.

**EVALUATION:**

The Principal and assigned supervisor shall evaluate the Health and Physical Education Teacher in accordance with Policy No. 3221 or 3222, Regulation No. 3221 or 3222, this Job Description and such other criteria as shall be established by the Board of Education.

Approved: