

Mountain Christian School

Elementary Physical Education Teacher

Job Summary

The physical education teacher organizes exercises, challenges, and games that promote physical activity among students from Kindergarten through 8th grade. The goal is to develop motor skills and physical skills among younger students and proper exercise and fitness habits among older students. Curriculum and activities must be adapted to children with disabilities or different physical abilities. The PE teacher must have excellent communication and interpersonal skills, be collaborative in working with other teachers, and be able to use effective and engaging teaching strategies.

Essential duties and responsibilities

The PE teacher must:

- Demonstrate motivation and enthusiasm with a genuine passion for teaching both elementary and Jr. High students.
- Demonstrate classroom management skills, providing discipline and appropriate consequences when necessary in order to create a safe, structured environment for students.
- Facilitate children's physical, cognitive, and social learning through lessons designed to develop student skills appropriate to their ability and confidence levels.
- Provide engaging, fun, and effective instruction that helps build a foundation for health, fitness, and wellness for students.
- Provide maximum participation for all students and differentiate as needed to make sure all students experience success.
- Provide ongoing formative feedback to students.
- Demonstrate a growth mindset individually and support this with all students.
- Communicate in developmentally appropriate ways through a sensitive approach that clearly communicates that every student can succeed and benefit from a physically active and healthy lifestyle.
- Collaborate with other staff members and teachers to accomplish school goals and support individual classroom teachers.
- Maintain control of storage closet, PE equipment, and recess equipment.
- Evaluate each student's growth and participation in PE and collaborate with school staff on report cards and parent teacher conferences when necessary.
- Provide support for school-wide assemblies. Work with administration to plan and facilitate events such as pep rallies and field day.
- Supervise students and aid in traffic control during after-school student pick-up.

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Athletic Director

Job Summary

The athletic director works with administration to coordinate all aspects of sports teams and athletic events. Communication skills are a must. The athletic director must coordinate and communicate with school administration, office staff, sports league officials, students, and school families.

Essential duties and responsibilities

The athletic director must:

- Work and collaborate with the sports league officials in order to determine dates for games and tournaments. When a date change is necessary, the athletic director will communicate and negotiate with the appropriate members of the sports league.
- Manage the set-up and putting-away for chairs, scoreboard, volleyball net, and other equipment on home game days.
- Find, schedule, and compensate referees and other officials on home game days.
- Work with administration to find coaching staff for sports teams.
- Collaborate with office staff and parents to arrange rides for all student athletes to go to away games. Communicate expectations for parent drivers and make sure they know the rules and all relevant information about the game.
- Communicate expectations and applicable athletic regulations to students' parents at the beginning of each sports season.
- Work with the PE teacher and school administration to plan and facilitate school events such as pep rallies and field day.
- Keep all school athletic equipment in good working order and the school storage area organized.