URBAN PROMISE MINISTRIES JOB DESCRIPTION

Position Title: Part-Time Physical Education Teacher

Department: UrbanPromise Camden Forward School

Reports To: CFS Principal

Salary Range: $16.50 per hour/ 20 hours per week (school year)

Position Summary: The perfect person for this job will be someone with a love for and demonstrated record of success helping elementary and middle school students develop health awareness. The physical education teacher will motivate students to become physically active, and engage them during both physical and health-related activities. The Physical Education teacher will promote healthy, physical, social and emotional health. In addition, the physical education will need to have a passion for teaching students of grade levels K-8 and of various cultural backgrounds and aptitudes.

Essential Job Functions

1. Uphold and model UrbanPromise values (Faith, Innovation, Community, Holism) and demonstrate the character qualities of enthusiasm, flexibility, integrity, kindness, self-control, and perseverance.
2. Provide lesson plans and instruction of K-8 Physical Education classes with enthusiasm, creativity, and sensitivity to student learning styles.
3. Utilize technology for instructing students, maintaining records, communicating information to parents, and promoting student and physical education program achievement.
4. Provide adequate equipment that allows all children to be active at the same time.
5. Encourage and motivate students to engage instruction.
6. Plan and practice opportunities that are structured for maximum participation (e.g., individual, partner, and small-group activities; no elimination activities; activities that require no wait time).
7. Structure the class so that learning occurs in a safe environment while students are being physically active.
8. Regularly update the school’s management and information system with assignments and grades.
9. Help direct and guide opportunities for physical activity within the school outside the physical education class.
10. Maintain a clean, orderly, and organized classroom environment.
11. Participate in the employee performance evaluation process.
12. Attend and actively participate in weekly staff meetings, and periodic all-staff events. Assist in UrbanPromise development and CFS activities ie; Turkey Bowl, Orange and Blue Day, Banquet and or other duties as assigned.

Essential Job Requirements

EDUCATION:

- Bachelor’s degree from an accredited college or university.
- NJ Physical Education certification preferred
- Professional experience in teaching Physical Education to grades K-8.
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EXPERIENCE

● Knowledge of the New Jersey Standard Course of Study for Physical Education
● Possess a proven track record of collaboration and evidence of effective teaching experience
● Professional experience in teaching students of all ages w/ a broad range of abilities and backgrounds

PHYSICAL REQUIREMENTS

Teachers are expected to perform duties and responsibilities of a physical nature. A physical examination by a medical doctor that includes proof of TB test. Must be able to lift 5lbs-20lbs.

Last updated 2/1/2017 Job template form can be found on shared drive in HR folder labeled (HR forms)