



ONEONTA CITY SCHOOLS

COMMITTED TO EXCELLENCE

JOB DESCRIPTION

TITLE: Elementary PE Teacher Aide

QUALIFICATIONS:

- Hold an Associates's Degree as related to the position or demonstrate aptitude for the work to be performed.
- Such alternatives to the qualifications as the Board may find appropriate and acceptable.
- Must meet background clearance requirements as specified by Alabama Statutes and State Board of Education regulations.

REPORTS TO: School Principal and PE Teachers

SUPERVISES: Students

CONTRACT DAYS: 182 days.

SALARY: Salary is based on appropriate step on the approved OCS salary schedule.

EVALUATION: Performance will be evaluated in accordance with the Board's policy on evaluation of personnel.

JOB GOAL: To assist the physical education teacher with providing supervision, discipline, organization and instruction to students.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:

The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

1. Attend school during assigned hours.
2. Adhere to school system rules, administration procedures, local board policy, and state and federal rules and regulations.
3. Attend faculty and other assigned meetings.
4. Participate in the State Board and system required in-service and professional development.
5. Assists in implementing all policies and rules governing student life and conduct.
6. Perform reasonable duties necessary for the safe and effective operation of the school.
7. Maintains confidentiality regarding school/workplace matters in accordance with state and federal law.
8. Exhibit positive human relations skills and professional ethics.
9. Demonstrate proficiency in written and oral communication.
10. Demonstrate competency in the use of computers and available technology.
11. Contribute to the overall development of an effective school program.

