

JOB DESCRIPTION

TITLE: PHYSICAL EDUCATION SUPERVISOR

Qualifications: Department of Public Instruction certification in physical education education with a minimum licensure of K-6.

Reports to: Elementary Principal

Job Goal: To develop in each pupil an interest in lifelong physical activity and the importance of maintaining a healthy body and mind through regular physical activity.

Basic Function: Supervise the K-6 physical education program.

Responsibilities:

1. Supervise physical education classes in grades K-6 when taught by the classroom teacher.
2. Provide specific lesson plans to accomplish the objectives stated in the physical education curriculum guide when lessons are taught by the classroom teacher.
3. Meet with classroom teachers upon request or as needed.
4. Serve as consultant and/or resource specialist for the K-6 staff who teach physical education.
5. Provide physical education materials and equipment to classroom teachers when they are responsible for teaching the physical education lesson.

Evaluation: Performance of this job will be evaluated annually by the elementary principal.

9. Inform staff on data from inspections and accidents for prevention.
10. Help prepare safety bulletins.
11. Develop a public information program to inform all personnel and community members of the safety program.
12. Conduct monthly fire drills in all school buildings.
13. Outline procedures for and conduct one tornado drill each school year.
14. Monitor and evaluate two bus evacuation drills during each school year.