



Flour Bluff Independent School District Job Description

JOB TITLE: Adaptive Physical Education Aide

WAGE/HOUR STATUS: Nonexempt

NUMBER OF DAYS: 187

REPORTS TO: Special Education Director

DATE REVISED: 04/25

PRIMARY PURPOSE:

- The role of the Adapted PE Aide in responding to the unique needs of students, is to interact effectively with the Adapted PE teacher within the framework of the philosophy and goals established by Board Policy and in accordance with statutes, standards of regulatory agencies and administrative guidelines to create an educational environment which is conducive to learning and which provides opportunities, strengthens areas of weaknesses, and extends positive values.

QUALIFICATIONS:

- High School Diploma or G.E.D.
- Certification as per Texas Education Agency

MAJOR RESPONSIBILITIES AND DUTIES:

1. Provides appropriate individual and group activities under the direction of the Adapted PE teacher.
2. Documents and reports individual student progress to school personnel.
3. Exhibits effective communication with students.
4. Displays cooperativeness in working with students and school personnel.
5. Demonstrates knowledge of district and administrative policies applicable to the position.
6. Exhibits punctuality and dependability in performing his or her job.
7. Participates in staff development and professional growth activities.
8. Prepares daily lesson plans in accordance with student goals and objectives.
9. Other duties include paperwork development and data entry input

10. Other office duties include general data entry (spread sheet prep, calculator) and assisting with materials for the homebound.
11. Assist Special Olympics coach with preparation and implementation of practices and competitions during normal work hours
12. Follows appropriate procedures when transferring/lifting students during PE and gross motor activities.
13. Assist in transfer, delivery and inventory of PT/PE equipment.
14. Assist in delivery of end of grading period progress reports for OT/PT and Adapted PE.
15. Adhere to Gross Motor Lab schedule independently as per ARD recommendations while maintaining availability to Adapted PE schedule.
16. Maintain flexibility in a constantly changing environment.
17. Dresses and grooms appropriately.
18. Adheres to proper channels when communicating ideas, problems, etc.
19. Adheres to Professional Ethical Standards in relationship to students, teachers, peers and administrators.
20. Ability to communicate effectively (verbal and written).
21. Ability to follow teacher directives.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used:

Standard office equipment including personal computer and peripherals.
Ability to manipulate tools/equipment/keyboards.

Posture:

Prolonged sitting; occasional bending/stooping, pushing/pulling, and twisting.

Motion:

Repetitive hand motions; frequent keyboarding and use of mouse; occasional reaching.

Lifting:

Heavy lifting and carrying of students and carrying of physical education equipment
Dressing/Changing students

Environment:

Ability to perform work while standing and/or walking for extended periods, up to eight (8) hours a day.

Work outside in heat

Work in pool water (chlorine)

Regular in-district and out - of -district travel

Mental Demands:

Work with frequent interruptions; maintain emotional control under stress.

Maintain emotional control under stress when dealing with district-wide staff and parents

The above statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list.