



Discovery School P.E. Job Description

Job Title: P.E. Coach

Immediate Supervisor: School Director

Supervises: Classroom Assistant (when available)

Status: Pending

GENERAL DESCRIPTION:

Under the general direction of the School Director, assumes overall coaching responsibility for a class of children by utilizing Montessori child development philosophy and teaching methods. Work involves organizing and implementing the day-to-day classroom activities and programs. Monitors and facilitates the progress of each child. The Coach is responsible for the safety and well-being of the children while under his/her supervision. The Coach is given considerable latitude for initiative and independent judgment in the execution of job duties.

EXAMPLES OF WORK PERFORMED:

- Designs and implements a P.E. curriculum of activities and programs following the Montessori method and philosophy in alignment with Texas Essentials of Knowledge and Skills.
- Incorporates a program of classroom discipline that meets minimum standards.
- Keeps required records and evaluates each child's progress as set forth by School Director.
- Responsible for the care and renewal of the learning environment (gym), equipment, and materials to reflect order, organization, beauty and a variety of content.
- Keeps equipment complete and in good working order; provides for adequate care, maintenance and storage of equipment, materials and supplies.
- Ensures that school equipment, supplies and materials are inventoried at the close of each school year, records necessary repairs, and reports replacements needed to be ordered as funds permits; and that school equipment, supplies and materials are packed and stored at the end of the school year.
- Responsible for the supervision and training of the children in regard to lock down, fire, and severe weather drills.
- Attends all staff meetings, school meetings, and in-service training as directed by the School Director.
- Communicates with parents according to administrative policy; or whenever the needs of the child dictate or the parents request a conference.
- Reads professional journals, books and/or articles; may make professional presentations; attends professional workshops.
- Performs all other duties as assigned by the School Director.

GENERAL QUALIFICATION REQUIREMENTS

Experience and training:

- 1 to 2 years of teaching experience in a public or private school program in P.E., preferably at the preschool or elementary level



Education

- Graduation with a Bachelor's degree from an accredited college or university, preferable with a major in education or a valid teaching certificate; or equivalent experience.

Knowledge, Skills, and Abilities

- In depth understanding of Montessori philosophy of education and child development
- Able to establish and maintain classroom order and discipline by utilizing methods which are compatible with the Montessori philosophy of respect for self and others
- Knowledge of child development principles including physical, social, emotional, and cognitive stages, issues, and sequences.
- Predominantly warm, patient, calm, compassionate and sensitive to the needs of developing children;
- Must reflect a respect for the child and a positive approach to solving classroom or student problems.
- Able to work under conditions requiring emotional stability.
- Able to plan, organize, and delegate work effectively.
- Able to established effective working relationships with staff, parents, and the public.
- Must have a strong working knowledge of Texas Minimum Standards and SACS as they pertain to our school.
- Able to communicate effectively in English both in oral and written form with parents, children, and staff.
- Must be able to administer CPR/First Aid as needed.

Physical Ability to be able to perform the full duties of the position:

- Physical condition sufficient to permit full performance of the duties of the position.
- Able to bend, quat, lift, throw, etc. throughout the day as needed to help children.
- Able to sit on floor when needed to work with children.
- Able to stand 100% of the time when in the gym or playground .
- Must be able to repeatedly lift and carry children.

Additional requirements:

- TB test
- Background check and finger printing
- First Aid/CPR

To apply for this position, please submit your resume to blugo@thediscoveryschool.net with the subject: P.E. Position.