

PE TEACHING ASSISTANT

Department: ES

Reports to: PE Teacher / PE Program Leader / Principals

Job Summary:

Support the physical development of children from Preschool to Grade 4 through an inquiry approach to learning that values health and wellness, gross motor skill development and physical activity in collaboration with the ES PE team.

Qualifications/ Experience:

- College Graduate
- Excellent English communication skills both verbal and written
- Excellent interpersonal skills
- Excellent organizational skills
- Knowledge in computer applications such as Word, Excel and PowerPoint
- At least 2 years of experience working with children in a classroom environment
- Experience coaching one or more of the sports offered in the Activities and/or Athletics program

Responsibilities:

- Responsible for following a schedule developed by the K-12 Coordinator.
 - Responsible for assisting teachers in ensuring the health and well being of all ISM students.
 - Works individually and with groups of students reinforcing or enriching skills under the teacher's direction.
 - Assists in the preparation and maintenance of teaching materials/equipment.
 - Ensures equipment organization before, during and after lessons.
 - Assists in the supervision of students before, during and after the lesson. This shall include locker room supervision.
 - Assists with simple administration/clerical tasks that shall aid and support the teacher.
 - Attends meetings as requested by the PL/ Principal
 - Attends field trips and in-service opportunities as schedule permits.
 - Responsible for following the designated sign in, call in and leave procedures.
 - Open to coaching opportunities in the Activities or Athletics program after school
- Updated
- Fosters/ sustains a community that rejects all forms of discrimination
 - Assists in developing/ maintaining safe spaces for all at ISM.
 - Performs all other duties assigned by the Supervisor