

North Kingstown School Department

FUNCTIONAL JOB DESCRIPTION

Job Title:	SAGA				
Department:	After school club				
Reports to:	Assistant Principal, Student Services				
Supervises:					
Description of job:					
<p>CLUB BEGINS AFTER SCHOOL COMMITTEE APPOINTMENT (USUALLY 1st MEETING IN SEPTEMBER) AND CONTINUES WEEKLY UNTIL END OF MAY.</p> <p>The Sex and Gender Awareness (SAGA) is a group of students who are dedicated to reducing homophobia, creating an atmosphere of acceptance and fostering an environment that is safe for people of all sexual orientations. Students who join GSA are male and female, gay and straight. The club meets twice a month and is involved in many activities, both social and events that heighten awareness within the NKHS community.</p>					
Tier III					
Protective Personal Equipment:	n/a				
Classification:	Sedentary:	Light:	Medium:	Heavy:	Very Heavy:
<p><i>Classification Key:</i> Sedentary – Exerting up to 10 lbs. of force occasionally; negligible amount of force frequently to lift, carry, push/pull or otherwise move objects; Light – Exerting up to 20 lbs. of force occasionally and/or 10 pounds of force frequently or negligible amounts of force constantly to move objects; Medium – Exerting 20 lbs. – 50 lbs. of force occasionally; 10 lbs. – 20 lbs. frequent; and/or greater than negligible up to 10 lbs. of force constantly to move objects; Heavy – Exerting 50 lbs. – 100 lbs. of force occasionally; in excess of 50 lbs. frequently; 10 lbs. – 20 lbs. of force constantly to move objects; Very Heavy – Exerting in excess of 100 lbs. of force occasionally; and/or in excess of 50 lbs. of force frequently; in excess of 20 lbs. of force constantly to move objects.</p>					
Driving Requirements:	None:	Manual:	Automatic:		

Work Environment			
Floor Surface:	Tile and/or carpet		
Inside:	yes	Outside:	yes
Lighting:	Incandescent or Fluorescent		
Vibration:	n/a		

PHYSICAL DEMANDS

LIFTING						
Maximum weight lifted: up to 20 pounds occasionally						
WEIGHT	Never	Occasionally	Frequently	Constant	Heights	Description of object
0 – 10 lbs.		x				
10 – 20 lbs.		x				
20 – 35 lbs.	x					
35 – 50 lbs.	x					

CARRYING						
Maximum weight carried: up to 20 lbs.						
WEIGHT	Never	Occasionally	Frequently	Constant	Distances	Description of object
0 – 10 lbs.		x				
10 – 20 lbs.		x				

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20 – 35 lbs.	x					
35 – 50 lbs.	x					

PUSHING/PULLING Maximum push/pull: 20 lbs.						
WEIGHT or FORCE	Never	Occasionally	Frequently	Constant	Distances	Description of object
0 – 10 lbs.		x				
10 – 20 lbs.		x				
20 – 35 lbs.	x					
100 + lbs.	x					

ACTIVITY	Never	Occasionally	Frequently	Constant	Comments
Sitting		x			
Standing		x			
Walking		x			
Bending		x			
Twisting		x			
Crawling	x				
Kneeling		x			
Squatting		x			
Climbing		x			
Reaching – Vertical		x			
Reaching – Horizontal		x			
Grasping		x			
Pinching		x			
Manual Dexterity		x			
Fine Dexterity					

FREQUENCY KEY: Never (0%); Occasionally (0 – 33% of shift); Frequently (34-66% of shift); Constant (67 – 100% of shift)

Qualification Requirements:

To perform this job successfully, an individual must be able to perform each of the above noted essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and /or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Available after school.

Teacher in good standing, preferably at NKHS

Education and/or Experience:

Bachelor's degree

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License/Certificate/Certification:

Teacher certification

Technological and/or Technical Skills:

Familiarity and competency in the state law, resources and challenges that transitioning students experience.

Communication Skills:

Strong verbal and written communication to instruct and promote the acceptance and tolerance at NKHS.

Planning Skills:

Required to take attendance and submit to the building principal on a monthly basis. Have a clear mission for the club with written agendas that promote NKHS in a positive manner and is inclusive of all students.

Interpersonal and Problem solving skills:

Ability to interface with parents, students and staff members in a helpful, efficient and professional manner. Confidentiality a must.

Terms of Employment:

1 year. Posted yearly

Evaluation:

Date: 7/2019