

North Kingstown School Department

FUNCTIONAL JOB DESCRIPTION

| | | | | | |
|--|-------------------------|---------------|----------------|---------------|--------------------|
| Job Title: | Chess Club Team Advisor | | | | |
| Department: | DMS | | | | |
| Reports to: | Principal | | | | |
| Supervises: | Students | | | | |
| Description of job: | | | | | |
| <p>THE CLUB WILL MEET TUESDAYS AFTER SCHOOL FROM 2:35 PM - 4:00 PM. THE CLUB WILL MEET APPROXIMATELY 28 TIMES WITHIN THE SCHOOL YEAR.</p> <p>The Chess Club Team Advisor will work hands-on with all of the students to become better chess players by learning strategies and taking on challenges. The focus of the group will not only be to become better chess players but also to develop a positive approach to learning, a tactical mindset, and improved motivation. The Advisor will be responsible for instruction, organizing games, and local tournaments.</p> <p>Tier IV</p> | | | | | |
| Protective Personal Equipment: | n/a | | | | |
| Classification: | Sedentary: | Light: | Medium: | Heavy: | Very Heavy: |
| <i>Classification Key:</i> <i>Sedentary</i> – Exerting up to 10 lbs. of force occasionally; negligible amount of force frequently to lift, carry, push/pull or otherwise move objects; <i>Light</i> – Exerting up to 20 lbs. of force occasionally and/or 10 pounds of force frequently or negligible amounts of force constantly to move objects; <i>Medium</i> – 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; <i>Heavy</i> – Exerting 50 lbs. – 100 lbs. of force occasionally; in excess of 50 lbs. frequently; 10 lbs. – 20 lbs. of force constantly to move objects; <i>Very Heavy</i> – 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. | | | | | |
| Driving Requirements: | None: X | | Manual: | | Automatic: |

| Work Environment | | | |
|-----------------------|-----------------------------|-----------------|--|
| Floor Surface: | Tile and/or carpet | | |
| Inside: | Yes | Outside: | |
| 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. | | | | | | |
| WEIGH | Never | Occasionally | Frequently | Constant | Distances | Description of object |
| 0 – 10 lbs. | | x | | | | |
| 10 – 20 lbs. | | x | | | | |
| 20 – 35 lbs. | x | | | | | |
| 35 – 50 lbs. | x | | | | | |

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| 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 | | x | | | |

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 to meet after school.

Education and/or Experience:

License/Certificate/Certification:

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Technological and/or Technical Skills:

Communication Skills:

Ability to communicate effectively with all levels within the organization including administration, staff, students and peers.

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 DMS 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.

Terms of Employment:

1 year. Posted annually.

Evaluation:

Date: 4/2019, 5/2019, 8/2019