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**BISHOP UNIFIED SCHOOL DISTRICT**  
Human Resources

**Job Title:** Physical Education Aide

**Supervisor:** Principal

**Site(s):** Home Street Middle School / Bishop Union High School

**Days per Year:** 10 Months / 180 Days

**Salary Range:** F/H (Aide II/III)

**BASIC FUNCTION:**

Under the supervision and direction of a principal or designee, assists school staff in the safety and wellbeing of students during physical education activities including the supervision of male students in the boys' locker room at the beginning and end of 6th-12th grade PE class period(s). Through meaningful supervision, enables students to safely enjoy group interaction and exercise.

**REPRESENTATIVE DUTIES:**

- Assist with physical education activities as directed.
- Independently supervise male students in the boys' locker room.
- Assist and supervise students during instructed physical education activities, monitoring behavior and reporting problems to staff according to approved procedures.
- Help guide pupils in developing good habits of sportsmanship.
- Encourage and promote courtesy among children.
- Assure the health and safety of students by following health and safety practices and regulations.
- Observe that safety rules are obeyed.
- Apply school site discipline procedures and student conduct code as directed by the certificated teacher, principal or designee.
- Assist students by resolving minor conflicts during physical education.
- Assist with the preparation and signing of accident reports if children are injured.
- The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this classification.
- Perform other related duties as assigned.

**MINIMUM QUALIFICATIONS:**

Ability to

- Pass District pre-employment test/s.
- Learn procedures, functions and limitations of assigned duties.
- Monitor, observe and report students' behavior according to approved procedures.
- Understand, implement, and provide oral and written directions.
- Communicate effectively.
- Work with groups and individuals in basic instruction.
- Understand and work within the scope of authority.
- Establish and maintain working relationships with the public, staff, subordinates, and administrators.
- Be sensitive to and understand the diverse academic, socioeconomic, cultural, and ethnic backgrounds of district personnel, students, parents and the communities served by the district.
- Maintain consistent, punctual and regular attendance.
- Develop and maintain effective interpersonal relations using tact, patience and courtesy

**EMPLOYMENT STANDARDS:**

Education

- High School Diploma or Equivalent Experience

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- No experience is required

Licenses/Certificates

- First Aid and CPR classes recommended

**PHYSICAL ABILITIES:**

- Visual acuity to monitor students and student activities
- Hearing and speaking to exchange information and monitor student behavior and communicate so others will be able to clearly understand normal conversation
- Dexterity of hands and fingers to operate equipment
- Physical agility to lift and carry light objects; bending at the waist, kneeling, crouching and reaching in all directions to assist students
- Sitting or standing for extended periods of time
- Mental acuity to perform the essential functions of this position in an efficient fashion

**BOARD APPROVED: 08/25/2022 (tentative)**