

Physical Education Teacher/ Athletic Director Job Description

Part Time PE/AD Teacher Position

We are seeking a dedicated Physical Education Teacher/ Athletic Director to be responsible for overseeing and coordinating all aspects of athletic activities. To be a successful Physical Education teacher and Athletic Director, the candidate should be dedicated, energetic, collaborative, and detailed- orientated in your work. The candidate should be passionate about the athletics department and helping athletes and coaches reach their full potential.

Physical Education Teacher Responsibilities Include:

- Develop and implement age-appropriate physical education curricula aligned with education standards which include activities like sports, game, fitness exercises, and techniques
- Adapt teaching methods to accommodate varying levels of physical abilities and fitness levels among students.
- Educate students on benefits of physical activity and healthy lifestyle choices
- Assess students' and provide feedback
- Maintain weekly grades
- Ensure a safe environment during physical activities, emphasizing injury prevention and proper equipment use
- Establish and enforce rules for behavior to ensure a positive and productive learning environment.
- Collaborate with other teachers, administrators, and parents to promote physical education programs
- Communicate regularly with parents about students' progress, behavior, and participation in PE activities.
- Organize school-wide field day

Athletic Director Responsibilities Include:

- Manage the athletics programs and department.
- Coordinate with coaches on games, practice, and event schedules.
- Coordinate and promote athletic events, such as games, tournaments, and fundraisers.
- Hire coaches as needed; assess and evaluate coaches.
- Maintain an awareness of industry events and changes, such as regulation changes.
- Inspect facilities and equipment for cleanliness, safety, and upkeep.
- Liaison with the Parochial Area League on the school's behalf.

Physical Education Teacher/ Athletic Director Requirements:

- A bachelor's degree or master's degree in sports management, physical education, or related field.
- Strong leadership and communication skills

Desired Qualifications:

- A teaching credential
- Experience in coaching, teaching, or administration

To apply: Interested applicants should send a cover letter and resume to Jessica Deuschel, Vice Principal- jdeutschel@stceciliak8.org