



HIGH SCHOOL PHYSICAL EDUCATION/MOVEMENT TEACHER - Job Description

This is an hourly position: six hours teaching PE per week and up to ten administrative hours per week.

Duties include:

- Teaching six PE lessons a week: two with Grade 9, two with Grade 10 and two with the Grade 11 and 12 PE Elective. Currently these classes are taught in the afternoon after 1:25 (see schedule).
- Coordinating the Grade 11 and 12 elective PE program:
 - Create a list of electives for each block and coordinate teachers
 - Organize student sign-ups for each elective and make rosters with registrar
 - Coordinate with the Athletic Director on the use of vans for off-campus electives
 - Other administrative duties as necessary
- Writing reports for students at the end of each semester.
- Administering the PE budget in coordination with the Outdoor Education Coordinator, buying equipment, budgeting for programs and outside facilities, communicating with the business office etc.
- Supervising some student lunch periods

Compensation:

This is a non-exempt, hourly position. There are no benefits other than those mandated by San Francisco.

Physical Requirements and Work Environment:

- Be able to occasionally lift up to 30 lbs.
- Work intermittently in outside weather conditions, including heat and cold
- Regularly sitting or standing 4-8 hours

FLSA Classification: Hourly; Non-Exempt from overtime
Reports to: High School Chair
Hired by: High School Steering Committee
Date Modified: June 2019

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Please send resume and letter of interest to jobs@sfwaldorf.org