

Metropolitan Education District
Sports Medicine and Kinesiology Teacher



Location:	Metropolitan Education District (MetroED) Silicon Valley Career Technical Education (SVCTE) 760 Hillsdale Avenue, San Jose CA 95136
Reports To:	SVCTE Director
Classification:	Contract Teacher, CTA Unit
Date Approved:	6/24/15
Date Revised:	
Position Control:	#141038, Salary Schedule 3, Range 1, Work Year 184 Days

POSITION DESCRIPTION:

Under the direction of the Director of Silicon Valley Career Technical Education Center, and with appropriate support, the teacher is responsible for instruction, training and career preparation that will prepare the student for entry-level employment in the Health Science and Medical Technology industry. The instructor will be responsible for developing student skills, knowledge and attitudes commensurate with the goals of the program and for effectively using materials and equipment to meet goals. Performs other related work as required. This is an exempt position.

AREAS OF RESPONSIBILITIES/DUTIES:

Essential Functions:

- Utilizes a variety of effective and professional teaching techniques and methods, which assist student(s) in attaining the performance objectives of the course
- Prepares and presents a course of study including program objectives, student performance objectives and lesson plans
- Assists in the preparation of the program budget and is responsible for making requests for materials and supplies not to exceed the amount and types of expenditures set forth in the program's approved budget
- Makes provisions for immediate supervision of all students while they are at community training sites
- Documents student progress, performance and other related data
- Assists in student placement activities
- Submits all forms and information needed for attendance accounting and grade reporting
- Assist coordinating administrator in the planning and maintaining of the advisory committees which will include representatives from related business, industry, labor, professional organizations and other public and/or private agencies providing the same or related training and holds a minimum of one meeting during each school year
- Attends staff meetings and other meetings as required by the Director
- Observes the administrative policies for credentialed personnel as set forth by the Governing Board
- Establishes and maintains safety policies and procedures for classrooms.
- Be in attendance on site as required

EMPLOYMENT STANDARDS:

Knowledge of:

- Current trends and research related to the practices, training and employment in the field of Sports Medicine
- Effective techniques of student supervision, motivation, retention and discipline
- Effective student testing, evaluation methods and techniques
- Curriculum and instructional materials for assigned subject area

EMPLOYMENT STANDARDS CONTINUED:

Knowledge of:

- Anatomy, evaluation and rehabilitative processes for athletic injuries, sports psychology, physical fitness techniques, nutrition, patient care skills, and medical terminology
- Kinesiology
- Knowledge of ligament and muscle testing
- Ability to evaluate injuries, provide preventative care through taping, bracing, massaging, and use of various modalities
- Ability to determine when additional medical services are warranted

Ability to:

- Identify the role of Sports Medicine/Kinesiology in history and culture
- Use a variety of appropriate technologies in teaching sports medicine and kinesiology
- Maintain effective discipline and order in a classroom or work site environment
- Establish and maintain effective work relationships in the performance of required duties
- Safely and effectively operate a variety of equipment appropriate for the assigned instructional area
- Perform basic math including calculation of fractions, percentages and/or ratios
- Develop “in the community” training sites for students and be responsible for complying with the administrative regulations set forth for such community classroom sites
- Interpret written procedures
- Write routine documents and speak clearly
- Understand multiple-step instructions
- Effectively communicate both in written form and orally
- Understand and interpret laws and regulations
- Be flexible and open to change
- Prepare daily lesson plans

MINIMUM QUALIFICATIONS:

Specific knowledge required to satisfactorily perform the functions of the job include:

- Ability to develop curriculum and effectively provide instruction
- Current knowledge and experience with industry trends, methodology and practices

Experience:

- A minimum of three (3) years of successful teaching experience is desirable, preferably in Career Technical Education and/or Regional Occupational Programs (ROP)
- Experience in a public secondary school setting where utilization of required skills, knowledge, and abilities in performing job-related duties and responsibilities is required
- Desirable: Experience working with industry specific field educational programs, and/or site supervising and managing CTE instructional programs is desired
- Preferred: minimum of three years' experience in the field of athletic trainer, therapeutic service and/or preventive services

Education and Credentials:

- Must possess a valid California Teaching Credential or be able to qualify for one
- Must be able to provide copies of credentials as required for the position or provide evidence of qualifying for required credentials with your application materials
- Bachelor's degree preferred

Metropolitan Education District
Sports Medicine and Kinesiology Teacher



MINIMUM QUALIFICATIONS CONTINUED:

License:

Must possess a valid California Driver's License and/or be able to provide own transportation in conduct of work assignments.

MINIMUM QUALIFICATIONS CONTINUED:

Expectations:

The District places a high value on employees that are enthusiastic, cooperative, resourceful and knowledgeable, possess and display a strong work ethic and a customer-service and positive attitude. Employees are expected to understand and support the District's mission, strategic objectives, policies and goals.

PHYSICAL REQUIREMENTS:

Incorporated within one or more of the essential functions of this job are the following essential physical requirements

- Incumbents regularly stand and sit for long periods of time
- Walk short distances on a regular basis
- Use hands and fingers to operate a computer keyboard or other office and technical equipment
- Reach with hands and arms, bend, twist, stoop, kneel, or crouch; speak clearly and distinctly over telephones and to provide information
- See to observe students and to read fine print and operate computer; hear and understand voice over telephone and in person
- Lift materials weighing up to 25 pounds and move and transport materials weighing up to 30 pounds

Date: _____

Signed: _____
Employee Signature