



JOB DESCRIPTION

Position Title:	Recreational/Sports and Movement Aide
Supervisor:	Director of Teaching and Learning
Revision Date:	11/01/2020
Classification:	Non-exempt, part-time, 10 month
Department:	Staff

POSITION SCOPE: The Recreational/Sports and Movement Aide Staff is responsible for supporting the design, implementation, and execution of our yard recesses and yard sports and movement classes for our scholars grades PreK-2nd grade. This position requires the candidate to be on campus four days a week working in an outdoor setting.

ESSENTIAL DUTIES:

Responsibilities

- Work with the Sports and Wellness Lead Teacher and Playground Engagement Specialist to plan and implement engaging sports and movement activities during recess times.
- Create a safe, engaging, and inclusive environment where all children are heard, supported, valued, and respected for their unique identity.
- Provide a comfortable space where social emotional learning and character development are prioritized and valued.
- Teach all students and athletes to play and to compete with integrity, sportsmanship, and good character, representing the values of Echo Horizon School.
- Work collaboratively with S&W Lead Teacher, Classroom teachers and DHH teachers, and the Leadership Team.
- Develop effective techniques of mainstreaming deaf and hard of hearing children into the Specialist activities.
- Follow school policies and procedures as described in the faculty handbook.
- Follow all state and local health and safety protocols related to COVID-19, including but not limited to masks, physical distancing, handwashing, and appropriate use and disinfecting of materials.
- Develop and implement engaging activities of sports-based and movement skills for overall physical fitness within an inclusive and noncompetitive setting.
- Plan and provide energetic and motivating activities that builds self-confidence in the student's physical abilities and skill in resolving peer conflicts through activities that focus on ball skills, motor and balance skills, coordination, fitness, game strategies, sportsmanship and nutrition.
- Report and document incidents of conflict or injury/illness to the Nurse and to your supervisor

*Other duties as assigned by the Director of Teaching and Learning

PREREQUISITE KNOWLEDGE, SKILLS, AND EDUCATION:

- Possess a positive, engaging, adaptable mindset to support working in an ever-evolving environment
- Knowledge of child development
- Ability to work and communicate effectively and cohesively in a team situation
- Adaptability to changing situations
- First aid and CPR certification
- Strong written and verbal communication skills
- Proficiency with Mac computers, standard office computer programs and internet use

PHYSICAL AND MENTAL REQUIREMENTS:

- Standing and sitting for extended periods of time
- Ability to squat, bend and reach safely
- Lifting up to 30 pounds
- Ability to work outdoors with no temperature control
- Correctable vision and hearing.

This job description is not intended to be all-inclusive and the employee may also be asked to perform other reasonably related job duties as assigned by their immediate supervisor and other school administration as required. All employees may be required to perform duties outside of their normal responsibilities from time to time as needed. Echo Horizon School reserves the right to revise or change duties as the need arises. This job description does not constitute a written or implied contract of employment.

Echo Horizon School is proud to be an Equal Opportunity Employer. We do not discriminate on the basis of race, color, ancestry, national origin, religion or religious creed, mental or physical disability, medical condition, genetic information, sex (including pregnancy, childbirth, and related medical conditions), sexual orientation, gender identity, gender expression, age, marital status, military or veteran status, citizenship, or other characteristics protected by state or federal law or local ordinance.

I have read and understand the expectations outlined in this job description in its entirety. I will abide by the job description and its expectations. I understand the physical demands of my job and I understand the work environment of my job.

Employee:	Date:
Supervisor:	Date:
Human Resources:	Date:

*Please send a resume, cover letter and list of references to:

Dr. Tana SessionPeggy Procter, Senior Human Resources Specialist, careers@echohorizon.org

Meg Baltazar, Director of Teaching and Learning, mbaltazar@echohorizon.org

Sherif Zakaria, Senior Executive Assistant, szakaria@echohorizon.org, 310-838-2442
