

**Adapted Physical Education Teacher  
New Hanover County Schools  
Job Description**

**Class: Certified**  
**Dept: Special Education**

**TITLE:**                   **Adapted Physical Education Teacher**

**QUALIFICATIONS:**

1. Bachelor's degree and Valid NC certification in Physical education, K-12; Master's degree in APE preferred.
2. Knowledge of current special education laws; CAPE certification, First Aid/CPR/AED Certification, NCI A&B Certification preferred.
3. Knowledge of current best practices in the field of APE;
4. Experience working with students with disabilities; Involvement in sport organizations serving athletes with disabilities such as Special Olympics, Miracle League Baseball League preferred.
5. Reliable vehicle (mileage is reimbursed at federal rate, currently 57.5 cents/mile);

**REPORTS TO:**                   Director of Special Education and Related Services

**JOB GOAL:**                   To provide specially designed instruction (adapted physical education) to students with disabilities that may qualify for Adapted Physical Education in the school district.

**ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

1. Follow all rules, policies and procedures of New Hanover County Schools, along with state and federal regulations pertaining to school issues.
2. Design and implement adapted physical education lessons that are creative, interactive and innovative that meet the individual needs, interests, and abilities of special education students and are compatible with the school, district and state guidelines.
3. APE Teacher is responsible for fielding referrals, conducting evaluations, writing IEPs, tracking growth and reporting progress.
4. Establish an instructional pace consistent with students' learning process.
5. Monitor student performance and progress, adjusting instruction as necessary.

6. Conduct daily adapted physical education activities reflecting IEP goals and objectives. Co-teach with general physical education teacher as appropriate.
7. Assess the accomplishments of students on a regular basis and provide progress reports as required.
8. Counsel with colleagues, students, and/or parents on a regular basis.
9. The APE Teacher is responsible for creating a schedule based on frequency of service delivery, gym availability, school location, and individualized programming needs. Procure and disseminate appropriate APE equipment.
10. Assist in development and implementation of APE related in-service trainings.
11. Coordinate programs with local agencies outside of the school setting.
12. Organize, host, and mentor community and university volunteers when appropriate.

*The above statements describe the general nature and level of work being performed by individuals assigned to this job. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so employed.*

**Terms of Employment:** Ten month work year/FLSA Exempt

**Starting Salary and/or Grade:** Salary based on state salary scale

**Evaluation:** Performance of this job will be evaluated in accordance with provisions of the Board local and state policy on evaluation of teachers.

**Knowledge, Skills and Abilities:**

- Ability to communicate with school personnel, students, and parents clearly and concisely, both orally and in writing.
- Demonstrate functional knowledge of computers and all aspects of the Microsoft Office Professional software programs.
- Ability to work independently, meet deadlines and accomplish specific tasks as requested.
- Demonstrate strong content knowledge.
- Ability to establish and maintain effective working relationships as necessitated by work assignment.
- Ability to develop appropriate adapted physical education IEP goals and objectives.
- Ability to constantly monitor the safety and well-being of students.
- Skill in adapting physical activities to address special needs of students on an individual basis.
- Comply with confidentiality requirements in local, state and federal policies and statutes.
- Physical ability (able to exert up to 20 pounds of force occasionally) and dexterity to perform the duties and responsibilities of the job.