Job Title: Instructional AIDE: Physical Education
Reports to: Campus Admin
Dept./Campus: Uvalde Dual Language Academy
Exemption Status: Non-Exempt
Pay Grade: Inst Support 1
Date Revised: November 2026

Primary Purpose: Assists the Physical Education teacher in organizing, managing, and conducting physical education classes, sports activities, and fitness programs within a dual language immersion environment. Helps supervise student movement, equipment setup, and outdoor/indoor activity areas while promoting physical fitness, healthy habits, teamwork, and positive character development using both English and Spanish instructional support.

Qualifications:

Education/Certification:

- High school diploma or equivalent.
- Valid Texas Educational Aide Certificate (issued by the State Board for Educator Certification).
- Bilingual proficiency in English and Spanish preferred.
- Satisfactory completion of at least 48 college semester hours, an Associate's degree, or an approved local/state assessment demonstrating Title I compliance preferred.

Special Knowledge/Skills:

- Basic knowledge of physical education concepts, sports rules, athletic equipment, and fitness activities for elementary/middle school students.
- Ability to support dual language learners by modeling and supporting vocabulary in English and Spanish during physical activities.
- Ability to assist with large-group management, safety supervision, and group activity coordination in gymnasiums and outdoor play areas.
- Excellent communication, leadership, and interpersonal skills to collaborate with teachers and guide diverse groups of students.
- Ability to follow verbal and written instructions explicitly and assist in maintaining an orderly, productive learning environment.
- Basic CPR and First Aid certification preferred or willingness to obtain certification upon hire.

Experience:

- Experience working with youth in sports, physical education, recreation, childcare, or school settings preferred.

Major Responsibilities and Duties:

Instructional & Physical Activity Support:

- Assist the PE teacher in demonstrating, explaining, and organizing physical education drills, games, fitness routines, and skill-building activities.
- Provide bilingual language support and encourage key PE vocabulary development in both English and Spanish during instruction and active play.
- Help supervise, guide, and encourage small groups of students during skill stations, physical fitness assessments, and cooperative games.
- Promote sportsmanship, teamwork, fair play, and safety rules among students across all grade levels.

Classroom Management & Student Support:

- Help manage student behavior and maintain a safe, respectful learning environment according to district and campus policies.
- Supervise students closely during physical activities, transitions to and from the gymnasium/playgrounds, and locker or restroom facilities to ensure safety.
- Assist with the inclusion and support of students with diverse needs, applying accommodations or modifications as directed by the teacher.

Equipment & Facilities Management:

- Prepare, set up, inspect, clean, and store physical education equipment, sports gear, cones, nets, and activity markers daily.
- Ensure all physical activity spaces (gymnasium, outdoor courts, fields) are clear of hazards before student use.
- Maintain inventory of PE equipment and report damaged or worn equipment to the PE teacher or campus admin promptly.

Other:

- Report to work on time; absence only for good cause.
- Perform other duties as assigned.

Working Conditions:

Mental Demands:

- Requires ongoing alertness, quick decision-making, and strong group coordination abilities during high-energy activities.
- Work involves frequent interruptions, coordination of multiple group priorities, communication with diverse student groups, and maintaining emotional control under pressure.

Physical Demands:

- Frequent standing, walking, running, bending, stooping, stretching, and physical participation in outdoor and indoor activities.
- Frequent lifting, carrying, pushing, and pulling of PE equipment and apparatus weighing up to 50 pounds.

Environmental Factors:

- Work takes place in gymnasium settings, outdoor sports fields, and covered play areas.
- Frequent exposure to outdoor weather conditions (heat, cold, wind, sun) and high noise levels standard in athletic settings.

This document describes the general purpose and responsibilities of this position and is not an exhaustive list of all duties, responsibilities, or qualifications that may be required. The District reserves the right to modify, add, or remove duties as necessary.

Employee Signature: _____ **Date:** _____

Human Resources Signature: _____ **Date:** _____