



Crosslake Community School  
35808 County Road 66  
P.O. Box 1020  
Crosslake, Minnesota 56442  
218-692-5437

## Crosslake Community Schools Job Description

**Position:**

Online Physical Education/Health

**Location:**

Crosslake Community School-Online (Remote)

**FTE/ Hour Allotment:**

1.0 FTE

**Immediate Supervisor:**

Online Program Director

**Evaluation:**

Performed by the Director in accordance with provisions of the Board of Education's policy on evaluation of licensed staff.

**Position Summary:**

To support students in the areas of Physical Education/Health.

**Performance Responsibilities**

- Develops the online Physical Education/Health program for online students including students who receive special education services in grades K-12 in alignment with state standards.
- Instructs students in physical education activities in educational institutions: Plans physical [education program](#) to promote development of student's physical attributes and social skills.
- Teaches individual and team sports to students utilizing knowledge of sports techniques and of physical capabilities of students.
- Instructs individuals or groups in beginning or advanced calisthenics, gymnastics, or corrective exercises, determining type and level of difficulty of exercises, corrections needed, and prescribed movements applying knowledge of sports, physiology, and corrective techniques.
- Plans and implement instruction to ensure that all students meet and exceed the State Content Standards
- Confers with students, families, and administration to resolve student problems.
- Records professional learning/continuing education activities.
- Maintains valid teaching license in assigned areas.

### **Student Learning**

- Participates in student/families conferences and online school events.
- Assesses and monitors student learning outcomes/Minnesota standards.
- Articulates clear statements of learning standards and outcomes.
- Promotes pleasant manner with staff, students, and visitors.
- Maintains confidentiality and data privacy.
- Adheres to school policies and procedures.
- Maintains effective student management in accordance to school policies and procedures.
- Provides appropriate guidance to paraprofessionals. (if needed)

### **Teaming**

- Cooperates with the work/plans of the grade level team.
- Attends all staff meetings.
- Attends all team meetings.
- Performs functions as assigned by team, team leader, or Director.
- Articulates and advances school's mission.
- Supports school-wide efforts around Environmental Education and College/Career Readiness.
- Works effectively as a team member in: planning, shared decision making, problem solving, and communicating.
- Participates in/implements staff development activities.

Other duties as assigned by the Director.

### **Requirements:**

- Valid Minnesota Teaching License in Physical Education/Health for grades K-12
- Demonstrated computer literacy in Word, Excel, PowerPoint, and Google applications such as Google Drive, GoogleDocs, and the calendar function.
- Background with youth in teaching, advising, or advocacy capacities.
- Ability to work well alone as well as with others.
- Ability to multitask.
- Ability to prioritize competing tasks.
- Organizational skills.
- Willingness to travel.

### **Desired Background**

- Prior experience with K – 12<sup>th</sup> grade students.
- Prior experience working with students in alternative-type settings.

### **Frequency Chart:**

Required to:	Never 0% of time	Occasionally 1-33% of time	Frequently 34-66% of time	Continuously 66-100% of time
Stand		X		
Walk		X		
Sit		X		
Use hands		X		
Reach (hands/arms)		X		

Climb/Balance		X		
Kneel/Crouch/ Crawl		X		
Talk			X	
Hear			X	
Taste/Smell		X		

Required to Lift:	Never 0% of time	Occasionally 1-33% of time	Frequently 34-66% of time	Continuously 66-100% of time
Up to 10 lbs		X		
Up to 25 lbs		X		
Up to 50 lbs		X		
Up to 75 lbs	X			
Up to 100 lbs	X			
More than 100 lbs	X			

**Salary or Hourly Range:**

\$36,568.00- \$38,045.35

**Work Schedule and Agreement:**

- Number of Days: 176 (Prorated for start dates after Teacher Workshop Week)
- Hours per day: 8; flexible; general business hours for the seat-based program are 7:30 a.m. to 3:30 p.m.

*If interested, send resume and letter of interest to [hire@crosslakekids.org](mailto:hire@crosslakekids.org)*

**Revised:**

6/22/2021