

# New Albany-Floyd County Consolidated School District

## Physical Education Instructional Aide - High School (167)

### JOB POSTING

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#### Job Details

*Posting ID*                               **167**  
*Title*                                       **Physical Education Instructional Aide - High School**  
*Description*                           **TITLE:**                               Instructional Aide - High School  
**CLASSIFICATION:**               Classified Support Staff  
**PAY GRADE 11:**                   \$15.44 - \$16.54 hourly *(based on education and experience)*  
**LENGTH:**                           6.5 hours daily / 180 days yearly  
**REPORTS TO:**                       Reports to Building Principal

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Education and/or Experience:** Associate’s Degree, two (2) years college credit or successful completion of ParaPro Assessment Test.
- **Computer Skills:** Ability to effectively utilize internet searches; use common internet systems; email.

**RESPONSIBILITIES:**

- Assists teachers in supervision of students in the classroom and common areas of the building and grounds in a positive and effective manner.
- Assists teacher in the preparation of classroom instructional materials.
- Carries out and completes with accuracy and under teacher’s direction all classroom and building records.
- Operates and cares for all building instructional equipment.
- Meets the specific requirements of the instructional area to the satisfaction of the teacher and building administrator.
- Carries out proper procedure in assisting wheelchair and physically disabled students where needed (restroom, pool, playground, classroom, etc.)
- Must be effective with all types of group activities in all settings.
- Performs other related duties as assigned by the Principal and/or other designee.
- The employee shall remain free of any alcohol or non-prescribed controlled substance abuse in the workplace throughout his/her employment in the corporation.

<i>Shift Type</i>	<b>Part-Time</b>	<i>Salary Range</i>	
<i>Salary Code</i>	<b>Per Hour</b>	<i>Job Category</i>	<b>Classified</b>
<i>External Job Application</i>	<b>Classified</b>	<i>Internal Job Application</i>	<b>Internal</b>
<i>Location</i>	<b>New Albany High School</b>	<i>Posting Status</i>	<b>Active</b>
<i>Minimum Qualifications Screening</i>			

#### Job Application Timeframes

<i>Internal Start Date</i>	<b>01/29/2021</b>	<i>General Start Date</i>	<b>01/29/2021</b>
<i>Internal End Date</i>		<i>General End Date</i>	

#### Job Pools

<i>Pool Name</i>	<i>Quantity</i>	<i>Requisition ID</i>	<i>Requisition Title</i>
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<b>Default</b>	<b>1</b>		
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**Alternate Job Contact**

<i>Name</i>	<i>Title</i>
<i>Location</i>	<i>Phone</i>
<i>Email</i>	

**References**

<i>Automatically Send Reference Check</i>	<b>Yes</b>	<i>Reference Check Form</i>	<b>Classified Survey</b>
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