



# INSTRUCTIONAL FACILITATOR HEALTH AND FITNESS

Classification: Certificated

Location: Assigned School(s)

Reports to: Director of CTE Health & Fitness

FLSA Status: Exempt

Employee Group: EEA

The job description does not constitute an employment agreement between the district and employee and is subject to change by the district as the needs of the district and requirements of the position change.

## **Part I: Position Summary**

This position works on behalf of the Health and Fitness Education K12 to ensure correct implementation to meet assurances for compliances of state mandates. This position works collaboratively with Everett Public Schools students and staff towards the common goal of student success through Health and Fitness programs. The position will help refine and build health and fitness education and comprehensive sexual education K-12 to create awareness, enthusiasm, and knowledge to achieve a student's desired outcomes. This position will work various populations involving teaching staff, district leaders, parent and community members.

## **Part II: Supervision and Controls over the Work**

This position will be evaluated by the Director of CTE Health & Fitness.

## **Part III: Major Duties and Responsibilities**

1. Leads peer teachers who enhance own professional development and that of others.
2. Supports and facilitates district initiatives: state mandates, health/fitness standards and assessed targets, comprehensive sexual health education K-12 compliance and assurances, standards-based reporting instruction, differentiated instruction and materials; collaborative teaming and planning.
3. Visits classrooms; observes teachers; provides a variety of insight and feedback to improve effectiveness and enhance instruction; provides demonstration lessons; models best practices in instruction; assists with teacher and principal problem-solving; maintains liaison with teachers and building administrators for the improvement of instruction and student achievement; administers, interprets, and communicates various forms of assessment; assists with the design and implementation of a learning environment that facilitates instruction; implements strategies that honor gender, language, culture, ethnicity, special needs and diverse learning abilities.



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4. Works with individuals and teams to align, articulate, and coordinate the instructed and assessed curriculum that meets state laws and desired student outcomes.
5. Learns and incorporates new instructional strategies into teaching repertoire and coaching of other peer teachers.
6. Grade level standards-based instructional planning, delivery, and assessment of student learning.
7. Collects and analyzes data to guide instruction and present data results for continuous improvement decision-making.
8. Organizes, presents, facilitates, and engages participants in professional development settings.
9. Works with other adults and facilitates adult learning in a respectful manner.
10. Supports, communicates and serves as a liaison between district, principal, and school staff in the role of “instructional ally”.
11. Maintains a high degree of integrity and diplomacy.
12. Manages Canvas Health/Fitness curriculum portal as directed by Director.
13. Enrolls parents into parent comprehensive sexual health curriculum preview course for previewing prior to opt out.
14. Develops and implements timely communication with parents, principals, and teachers.
15. Creates Professional development courses in the District Professional Development system.
16. Assists in meeting compliance pieces for sexual health education K12 implementation.
17. Researches and completes grant applications.
18. Performs other duties as assigned.



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### **Part IV: Minimum Qualifications**

1. Must have experience working or interacting successfully with culturally diverse families and communities or have otherwise demonstrated a commitment to strengthening engagement of a diverse community and skill in communicating with a diverse population.
2. Bachelor's degree in health/fitness education K12, physical education K-12, or health education K12, and a minimum of three years of successful teaching health and physical education in K-12 educational setting.
3. Strong oral and written communications and presentation skills.
4. Ability to build relationships and work effectively with diverse groups. Demonstrated commitment to promote equitable access and educational achievement of diverse students.
5. Excellent organizational skills with the ability to manage logistical details.
6. Ability to work independently, under supervision, and in a team environment.
7. Skill in the use of common office technology, Canvas platform and other technology database systems.
8. Knowledge of best practices for health/fitness education K-12 and comprehensive sexual health education K-12.
9. Skill as exemplary classroom instructor of health and fitness education.

### **Part V: Desired Qualifications**

1. Bilingual skills.
2. Master's degree in health and fitness education, curriculum, or closely related-field.
3. Involvement on state and/or national Health and Fitness education boards.
4. Successful experience as an instructional facilitator.

### **Part VI: Physical and Environmental Requirements of the Position**

The physical demands and work environment described are representative of those that must be met by employee to successfully perform the essential functions of job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Frequently required to sit, talk, move about, hear and speak.



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Must routinely lift and carry materials weighing up to 50 pounds, and may be required to restrain students weighing more than 100 pounds most typically when required to intervene in student safety issues.

Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Occasionally works in outside weather conditions. Occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals. May be exposed to blood or other potentially infectious materials during course of duties. Noise level in work environment is usually moderate but can be loud on occasion. May be exposed to infectious disease as carried by students, exposed to student noise and learning resource noise levels, may sit or stand for longer than two hours at a time, may lift objects repeatedly, and may undertake repeated motions.

May be required to travel on school owned or leased vehicles while supervising and assisting students.