



# PECHANGA BAND OF INDIANS

*Pechanga Indian Reservation*

Post Office Box 1477 • Temecula, CA 92593  
Telephone (951) 770-6000 Fax (951) 695-1778

## JOB ANNOUNCEMENT

POSITION TITLE:	Teacher's Aide / Physical Education	OPENING DATE:	July 17, 2024
CLASSIFICATION:	Part-Time	FILING DEADLINE:	July 26, 2024
STATUS:	Non-Exempt	DEPARTMENT:	Pechanga School
RATE OF PAY:	DOE	SUPERVISOR:	Principal

HIRING PREFERENCE POSITION CATEGORY:	B
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### SUMMARY:

The Physical Education / Teacher's Aide will instruct students, using physical education techniques, to improve physical fitness, gross motor skills, perceptual motor skills and sports and game achievement; and guide and support students in learning the Luiseño language. The Aide will assist with classroom instruction following program and lesson plans; help foster emotional, cultural and educational development and provide assistance in the school kitchen as needed.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Create physical activities that are physically challenging, safe, fun and stimulating for children.
- Work spontaneously and adjust as needed to effectuate a fun and safe program at all times.
- Assist in all school related events activities and field trips.
- Assist with teaching Luiseño language and culture.
- Bring the Luiseño language into all aspects of the learning environment from the classroom to the playground.
- Attend to children's physical, emotional, intellectual and social growth.
- Playground and lunch supervision while students are on recess.
- Work with individual students or small groups to reinforce learning material, skills and/or language introduced by the teacher.
- Classroom preparation of student based current curriculum materials.
- Help student's master instructional materials assigned by the teacher.
- Participate in classroom cultural related activities.
- Discuss assigned duties with classroom teachers to coordinate instructional efforts.
- Think creatively to engage, motivate and encourage children at all times.
- Teach good sportsmanship and citizenship.
- Maintain maximum student participation in physical education.
- Promote physical activity and healthy lifestyle choices.
- Promote teamwork and leadership skills.
- Operate and care for equipment or instructional materials used in the classroom for instructional purposes.
- Assist in the school cafeteria as needed for meal preparation, during and preparation for events and during meal periods.
- Perform basic first aid

Hiring Preference: The Pechanga Tribal Government is an equal opportunity employer. Consistent with federal law, the Pechanga Band of Indians applies Indian preference in employment. It is the policy of the Pechanga Tribal Government to give preference in hiring, promotions, and transfers into vacant positions to qualified applicants in the following order: 1) Pechanga Tribal Members; 2) Pechanga Tribal Member Spouses; 3) non-member American Indians. At-Will Employment: Employment with the Pechanga Tribal Government is at-will and can be terminated with or without cause, and with or without notice, at any time, either at the option of the employee or the Pechanga Tribal Government. Drug Testing: The Pechanga Tribal Government is a drug-free workplace. All employees are subject to drug testing. Background Investigation: All candidates and employees may be subject to a background investigation.

## QUALIFICATIONS, EDUCATION AND EXPERIENCE:

- Bachelor's Degree from an accredited college with coursework in childhood development preferred.
- High School Diploma or GED **required**.
- Three (3) years experience working with school age children **required**
- Must complete and maintain ServSafe Food Handler certification.
- Working knowledge of various office equipment including, copier and laminator.
- Experience with Microsoft Word and Outlook.
- Must possess excellent organizational skills.
- Ability to physically interact with active school age children.
- Must be of good character, patient, personable.
- Must be a positive role model.
- Valid First Aide certificate.
- Current certification in child and infant CPR **required**.
- Compliance with the Pechanga Tribal Government Policies and Procedures.
- This position must comply with the Pechanga Tribal Government's Drug-Free Workplace Policy. This includes: pre-employment testing, post-accident or injury, and random testing.
- Must successfully pass a pre-employment background investigation.

COMPLETE JOB DESCRIPTION AND APPLICATIONS ARE AVAILABLE AT:  
PECHANGA GOVERNMENT CENTER  
12705 PECHANGA ROAD TEMECULA, CA 92592  
[WWW.PECHANGA-NSN.GOV](http://WWW.PECHANGA-NSN.GOV)

Send application and resume to:  
Email: [HR@PECHANGA-NSN.GOV](mailto:HR@PECHANGA-NSN.GOV)  
Fax: 951-587-2209

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