Anness A

Ministeru	Ministeru għall-Edukazzjoni u l-Isport (MES)
L-impjieg	Part-time Physical Instructor

MINISTERU GĦALL-EDUKAZZJONI U L-ISPORT
TRIQ L-ASSEDJU L-KBIR, FURJANA, MALTA

Dmirijiet u responsabbiltajiet

Id-dmirijiet ta' part-time Physical Instructor jinkludu:

i. Jissorvelja lill-istudenti li jużaw il-faċilitajiet tal-ġinnasju, inkluż il-kamra tat-table tennis, il-magni tal-fitness/kmamar tal-piżijiet, il-ġinnasju tal-volleyball u l-ġinnasju tal-basketball, il-grawnd tal-futbol u l-grawnd tal-basketball fil-beraħ matul is-sessjonijiet assenjati;

ii. Jkun żgur li l-istudenti jsegwu r-regoli tas-sigurtà;

iii. Jkun żgur li l-istudenti jużaw it-tagħmir b'mod korrett;

iv. Jippreveni l-iffullar żejjed, l-imġieba mhux sikura u l-użu mhux xieraq tat-tagħmir;

v. Jiċċekkja li t-tagħmir u l-faċilitajiet tal-fitness huma sikuri u adattati għall-użu, u jirrapporta kwalunkwe ħsara jew difett viżibbli;

vi. Jkun żgur li t-tagħmir jinħażen kif suppost wara l-attivitajiet;

vii. Jżomm rekord tal-istudenti li jużaw it-tagħmir u jkun żgur li t-tagħmir jiġi rritornat wara l-użu;

viii. Jsegwi l-proċeduri tal-iskola għall-ftuħ, l-għeluq u l-monitoraġġ tal-faċilitajiet;

ix. Juri l-użu korrett tat-tagħmir tal-eżerċizzju u t-tekniki tal-fitness;

x. Jinkoraġġixxi l-parteċipazzjoni, il-ħidma f'tim, id-dixxiplina u l-imġieba pożittiva;

xi. Jkun żgur li t-tagħmir u ż-żoni tat-taħriġ huma nodfa, organizzati u sikuri biex jintużaw;

xii. Jkun jaf il-proċeduri biex tikseb l-ewwel għajnuna u assistenza ta' emerġenza;

xiii. Jżomm konfini professjonali xierqa mal-istudenti;

xiv. Jgħin fl-organizzazzjoni ta' programmi ta' fitness u attivitajiet sportivi;

xv. Jattendi laqgħat dipartimentali meta jkun meħtieġ;

xvi. Jikkoopera mal-għalliema tal-Edukazzjoni Fiżika u l-maniġment tal-iskola fl-organizzazzjoni u t-tħaddim sikur ta' faċilitajiet sportivi u ta' fitness;

xvii. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ; u

xviii. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

Ministry	Ministry for Education and Sport (MES)
Job title	Part-time Physical Instructor

MINISTRY FOR EDUCATION AND SPORT

GREAT SIEGE ROAD, FLORIANA, MALTA

Duties and responsibilities

The duties of a part-time Physical Instructor include:

i. Supervise students using the gymnasium facilities, including table tennis room, fitness machines/weights rooms, volleyball gym and basketball gym, football pitch and outdoor basketball pitch during assigned sessions;

ii. Ensure students follow safety rules;

iii. Ensure that students make use of the equipment correctly;

iv. Prevent overcrowding, unsafe behaviour and inappropriate use of equipment;

v. Check that fitness equipment and facilities are safe and suitable for use, and report any visible damage or defects;

vi. Ensure that equipment is stored properly after activities;

vii. Keep a record of students using equipment and ensure that equipment is returned after use;

viii. Follow the school's procedures for opening, closing and monitoring facilities;

ix. Demonstrate the correct use of exercise equipment and fitness techniques;

x. Encourage participation, teamwork, discipline and positive behavior;

xi. Ensure that equipment and training areas are clean, organized and safe to use;

xii. Know the procedures for obtaining first aid and emergency assistance;

xiii. Maintain appropriate professional boundaries with students;

xiv. Assist in organizing fitness programs and sporting activities;

xv. Attend departmental meetings when required;

xvi. Cooperate with Physical Education teachers and school management in the organization and safe operation of sports and fitness facilities;

xvii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required; and

xviii. Any other duties as directed by the Principal Permanent Secretary.