

WINDBER AREA SCHOOL DISTRICT
JOB DESCRIPTION

Department: Instruction

Standard Title: Art Teacher

Primary Function:

An Art Teacher will execute all duties required for an effective art program for all assigned children.

Supervision Received:

An Art Teacher is directly responsible to the assigned Principal and/or his/her designee.

Direction Exercised:

An Art Teacher is responsible for the supervision of all assigned students, aides and volunteers.

Essential Duties:

Students:

1. Assist in the scheduling of classes so that all students receive a regularly scheduled program of art education.
2. Evaluate students and maintain grades for students in grades 4 – 12. Assist teachers in evaluating students in grades K-3.
3. Recognize in some tangible form outstanding student progress or promise.
4. Be available to direct and assist students with art demonstrations during evening programs.
5. Assess students on what they have studied in their art classes in grades 4 – 12.
6. Refer student problems to the proper district personnel when those problems interfere with the student's growth of learning or the learning of other students.

Curriculum:

1. Follow objectives as listed in the Curriculum Guide.
2. Keep plan books up-to-date.

3. Integrate art projects with other curricular areas when possible.
4. Impress upon the students that the skills learned in art are applicable to many everyday activities. These include, but are not limited to the following: lettering, painting, stenciling, art appreciation, etc.

Community Activities:

1. Prepare District-wide art exhibits and displays in the community.
2. Conduct parent art nights and present PTO programs.
3. Communicate with the parents of assigned students regarding the activities and progress of the students in the classroom.
4. Work with Community Advisory Committee and keep them informed as to what is happening in art classes.

Secondary Duties:

1. To work with the principal in providing a program of continuous instructional delivery to assigned students.
2. Keep informed of modern educational thought and practices through advanced study, attending conferences, clinics, workshops and seminars; membership in professional organizations and professional readings.
3. Attend and participate in district-sponsored in-service programs.
4. Performs duties with awareness of all LEA requirements and practices.
5. Perform duties as assigned by the Superintendent and/or his/her designee.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The information contained in this job description is for compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.

Physical Requirements:

Employees in this position must have the ability to:

1. Sit for extended periods of time.
2. Enter data into a computer terminal/typewriter, operate standard office equipment, and use a telephone.
3. See and read a computer screen and printed matter with or without vision aids.

4. Hear and understand speech at normal levels and on the telephone.
5. Speak so that others may understand at normal levels and on the telephone.
6. Stand, walk, and bend over, reach overhead, grasp, push, pull and move, lift and/or carry up to 25 pounds to waist height.

Qualifications:

Education/Experience – Any combination of education and experience that would provide the required skill and knowledge for successful performance would be qualifying. However, applicants must meet the following minimum qualifications:

1. An Art Teacher shall hold at least a bachelors degree and appropriate certification from an accredited institution.
2. Knowledge of State and Federal regulations relative to elementary and/or secondary instruction.
3. Knowledge of program planning and budgeting.
4. Excellent communication, problem solving and organization skills.

Salary:

The salary shall be in accordance with the schedule established by the Board of Education in the collective bargaining agreement.