

# CITY OF AUGUSTA

## Department of Public Schools

### JOB DESCRIPTION

**TITLE:** Elementary Art Teacher

**REPORTS TO:** Principal

**JOB GOAL:** To provide a developmentally and appropriate art curriculum to elementary students by introducing them to art in its many forms and traditions and to encourage and assist students to express themselves through art.

**QUALIFICATIONS:**

1. Bachelor's Degree, Master's degree preferred
2. Visual Arts (K-12) Teacher Endorsement 620, Maine Department of Education
3. Teaching experience preferred
4. Flexible

**PERFORMANCE RESPONSIBILITIES:**

1. Establish and enforce rules for behavioral and procedures for maintaining a productive and well-discipline studio learning environment.
2. Prepare materials and classrooms for class activities.
3. Adapt teaching methods and instructional materials to meet students' varying needs and interests.
4. Observe, evaluate and assess students' learning.
5. Participate in the gifted and talented student selection process. And provide enrichment for those students.
6. Initiate, facilitate, and moderate classroom discussions.
7. Keep current with developments in the field by participating in professional organizations, professional readings, coursework and conferences.
8. Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.
9. Provide students with opportunities for individually and collaborative group work.
10. Establish clear objectives for all lessons, units, and projects based on the Maine Learning Results, best practices, and communicate those objectives to the students.
11. Confer with parents or guardians, teachers, counselors, specialists, and administrators in order to assist/aid/improve students' classroom difficulties.
12. Meet with parents and guardians to discuss their children's progress and to determine their priorities for their children.

13. Maintain accurate and complete student records as required by laws, district policies, and administrative regulations.
14. Use technology and other equipment and materials to supplement presentations.
15. Prepare for assigned classes and show written evidence of preparation upon request of supervisors.
16. Attend staff meetings, professional meetings, educational conferences, and teacher training workshops and serve on committees in order to maintain and improve professional competence.
17. Perform administrative duties such as assisting with recess monitoring, bus loading and unloading.
18. Collaborate with colleagues to address teaching and research issues.
19. Adhere to Individual Education Plans, 504 Accommodation Plans and differentiated instruction.
20. Perform all other related duties as assigned by the Principal.

**TERMS OF EMPLOYMENT:**

Per negotiated Augusta Education Association agreement

Evaluation: Performance for this position will be evaluated by the Principal based on the role description and on goals established on a yearly basis.

*The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.*

- External and internal applicants, as well as position incumbents who become disabled, must be able to perform the essential job functions either unaided or with the assistance of reasonable accommodations to be determined by management on a case by case basis.

Approved by: \_\_\_\_\_  
Superintendent of Schools

Date: \_\_\_\_\_