

**ISD # 191 Job Description
(TCHRART)
JOB TITLE: Teacher, Art**

Exempt (Y/N): Yes
DEPARTMENT: Art
SUPERVISOR: Principal

DATE: January 9, 1997
OCC NUMBER: 1260-1268

SUMMARY: Teaches art to students in Kindergarten through 12th grade by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Instructs students by lecturing, demonstrating various art-design activities, and using audiovisual and other materials to supplement presentations.

Prepares course objectives, curriculum, art-design resources, and outline for course of study following curriculum guidelines or requirements of state and school.

Assigns lessons and corrects homework.

Evaluates pupil progress/accomplishment in the problem-solving approach to art-design problems, records results, and issues grades and/or reports to inform students and parents of progress.

Keeps accurate attendance records.

Maintains discipline in classroom.

Meets with parents to discuss student progress and problems.

Participates in faculty and professional meetings, educational conferences, and teacher training workshops.

Performs related duties such as sponsoring one or more activities or student organizations, assisting pupils in selecting course of study, and counseling student in adjustment and academic problems.

SUPERVISORY RESPONSIBILITIES: This position has no supervisory responsibilities.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: Bachelor's degree from four-year college or university; required course work in education.

LANGUAGE SKILLS: Ability to read, analyze, and interpret general business periodicals,

professional journals, technical procedures, or governmental regulations. Ability to write reports, school correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of teachers, administration, parents, and the general public.

MATHEMATICAL SKILLS: Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS: Valid and current Minnesota state teacher's license. Certification in Art.

OTHER SKILLS and ABILITIES:

- Interpersonal skills, including ability to work well with others, be polite, helpful, courteous and compassionate.

- Ability and willingness to follow District rules and policies.

- Ability and willingness to follow directives from supervisors.

- Ability to maintain regular attendance.

- Ability to work with students of all ability levels, and to make adjustments in teaching techniques to fit individual needs.

- Conflict resolution skills.

- Computer literacy.

- Classroom management/discipline skills.

- Organizational skills.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 100 pounds (kilo). Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

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.

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles and glare from classroom lighting. The employee is occasionally exposed to toxic or caustic chemicals. The noise level in the work environment is usually moderate.