

High School - Arts Assistant (AA)

Part-Time (50%)

Job Description

General Description

There are two parts of responsibility for this Arts Assistant (AA) post: Supporting teaching and learning within the different Arts disciplines (visual art, music and drama), and providing technical support for exhibitions, the recording studio, and performing arts events. The AA will also play an important role in integrating curricular components of ISZL's current programme. Working closely with the music teachers, Innovations team, the performing and visual Arts teachers, the AA will develop and significantly enhance student skills and competencies in producing professional standard sound recordings, lighting and sound engineering, event management and all technical aspects of a thriving arts department.

Application Process and Contract Length

Preferred candidates should have experience with, and enthusiasm for, working with high school students and sound engineering. To apply, please send a letter of interest, updated CV, and contact details for three references to edward.wexler@iszl.ch and employment@iszl.ch. Given summer work hours, interviews (virtual or in-person) may not be scheduled until mid-to-late July. Please be advised that this is a 50% appointment, which equates to approximately 20 hours per week.

The AA will play a significant role in the following:

- Support teaching and learning within classes; e.g., maintaining the kiln; helping to mount student work; providing appropriate technical support for lights, sound, film, vocal recording, etc.
- Provide authentic, industry-standard learning opportunities for students within the professional setting of a working recording studio.
- Create a supportive, purposeful environment and space for students to learn practical skills associated within the arts.
- Develop an environment of peer-to-peer mentoring and collaboration.
- Provide necessary support for events and productions within the performing arts, including light and sound for drama productions, exhibitions and concerts, as well as live-streaming and filming of HS events.

School Wide Expectations

- Uphold the ISZL Mission, Vision, Values and Learning Principles (see below)
- Uphold the ISZL School Ethos and Culture, policies and procedures
- Promote the School's positive image and reputation

Key Areas of Additional Responsibilities

- Manage and maintain the recording studio facility (i.e. repairs, updates, orders, inventory, organisation of schedules and bookings)
- Technical support during student-led recording sessions, and assisting staff with using the facility within courses (e.g. to produce podcasts, footage)
- Offering professional development as part of the after school activities programme in music technology for students, staff and other school community members.
- Supporting the High School performing arts team with events, e.g. sound and light for the high school drama production, arts shows, concerts, but also support the HS team in events such as YFS, graduation, Arts festivals.
- The AA provides support to teachers in the Art Factory and liaises with the visual art teachers in order to ensure the efficient running of the school's day-to-day programme of scheduled lessons. Duties include such diverse areas as the preparation of equipment and materials for

classes such as canvases and boards for painting, framing of student art, ordering & collection of art materials, organising equipment storage and art supplies, ensuring equipment across the department works correctly, displaying of artwork around the campus and art exhibitions during the year.

- Supporting theatre lessons with sound and lighting during in-class performances and presentations, as well as maintaining backstage equipment, e.g. props and costumes.

ISZL Mission, Vision, Values and Learning Principles

Our Mission

We are a community of learners determined to make the world – or our corner of it – a better, kinder place. We reflect our values in everything we do so that we make the most of opportunities and challenges in a spirit of enthusiastic inquiry.

Our Vision

We help every student turn learning into action, creating opportunities for students to stretch themselves further and achieve more than they believe possible.

Our Values

We respect. We show empathy and are inclusive and thoughtful in our interactions with others. Every person is valued and valuable.

We motivate. We inspire each other and grow by building on everyone's individual and collective passions.

We achieve. We create an exceptional learning environment focused on academic achievement and holistic development.

Our Learning Principles

The learning sciences are a field of research that has helped us better understand how one learns. ISZL's commitment to the fundamentals of how we learn allows us to address more effectively the conditions in which successful learning can occur for all our students. **The following principles are intended to guide how we design and facilitate learning in the classroom and beyond.** They are not intended to capture everything we know to be true about learning or what we will continue to learn about learning but ground us in a shared approach to living the ISZL mission.

Centered on the Learner

Every learner is unique, bringing with them a diverse set of skills, experiences and prior knowledge. We see students as key drivers of learning with the potential to develop the skills and strategies needed to take responsibility for their own growth.

Meaningful

Learning that is active, constructive, intentional and authentic empowers students to retain information and apply what they learned to solve problems in different contexts beyond the classroom. Learners have the opportunity to access knowledge from many different starting points, transferring their understanding in ways that hold meaning for them.

Challenging

We communicate high expectations and encourage learners to achieve to the best of their abilities in order to motivate students to reach their potential and keep them engaged in learning. Learning which focuses on enduring concepts and encourages curiosity challenges each student to reach their goals.

Emotional

The interplay between emotional well-being, motivation and cognition influence a student's ability to learn. We support students in building the knowledge, attitudes, and skills necessary to understand and manage emotions, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.

Informed by Multiple Assessment Approaches

We facilitate learning with high expectations using assessment strategies consistent with those expectations. There is a strong emphasis on formative feedback enabling both students and teachers to receive feedback that is actionable.

Connected

Knowledge and understanding are built through social interactions in a collaborative culture. Learners reach deeper levels of understanding when they have opportunities to inquire into diverse viewpoints, address misconceptions, and solve problems together in respectful, equitable ways.