The Bolles School
Job Description

Position Title: Art Teacher, Lower School
Reports To: Head of Lower School
Campus: Ponte Vedra Beach
FSLA Classification: Exempt

This position will commence Aug 2024 for the 24-25 Academic Year
Best Apply Date: February 16, 2024

Bolles proudly employs over 400 full time, part time and seasonal faculty, staff, coaches, and administrators. Serving over 1,700 students on our four campuses in Grades Pre-K through 12, Bolles has a rich history in tradition and achievement that extends to our hiring practices and the professionalism and respect garnered in the independent school community.

The lower school program at The Bolles School teaches children in Pre-Kindergarten through Grade 5 the wonder of learning in an intimate and innovative environment. Bolles' students develop a sense of exploration and personal values that instill a sense of all that is possible throughout their academic and personal lives as they progress through to middle school on the School's Bartram Campus, then move on to the Bolles upper school and beyond. Students receive a firm foundation in reading skills, writing, math, science, and social studies from a dedicated and caring faculty. The curriculum is based on hands-on learning, which emphasizes activities to teach the importance of exploring and experimenting.

Position Purpose: Instructs students in PK-5th grade in art education activities, developing an appreciation for the visual arts. This position collaborates with a broader Fine and Performing Arts team on grade level productions. This position also collaborates with classroom teachers to plan and implement projects in the iLab.

Essential Functions:

- Plans art program/curriculum to promote development of students' abilities and skills
- Adapts teaching methods and instructional materials to meet students' varying needs and interests
- Supports students to see themselves as confident artists, capable of interpreting art and of creating works that communicate ideas and evoke feelings
- Develops perceptual skills, visual arts vocabulary, and an understanding of principles of design
- Plans and conducts activities for a balanced program of instruction, demonstration, and practice time that provides students with opportunities to observe, question, and investigate
- Instructs students individually and in groups, using various teaching methods such as lectures, discussions, and demonstrations
- Establishes clear objectives for all lessons and communicates those objectives to students
- Meets with teachers, parents, and guardians to discuss children's progress, and determine their priorities and resource needs
- Collaborates with other teachers and administrators in the development, evaluation, and revision of art programs
- Keeps attendance and grade records as required by the School
• Attends professional meetings, educational conferences, and teacher training workshops in order to maintain and improve professional competence
• Supports grade level teachers with continent study by introducing students to artists from around the world
• Plans and implements lessons in the iLab that inspire creativity, collaboration and innovation
• Keeps inventory of art supplies as well as iLab materials and assists with ordering materials

Qualifications:
• Bachelor’s degree from an accredited college or university in related subject required
• Preferred three years’ experience teaching elementary aged children in a school setting
• Excellent verbal and written communications skills
• Demonstrated leadership and facilitation skills
• Demonstrated organizational skills
• Demonstrated proficiency in the use of technology in the classroom

General:
• Demonstrate and enthusiastically support the School’s Mission
• Perform in a manner that reflects positively on The Bolles School
• Communicate well and work effectively with all school personnel and families, as well as with the larger business and educational community
• Perform other duties as requested

Physical Requirements:
• Prolonged periods sitting at a desk and working on a computer.
• Must be able to lift up to 15 pounds at times.
• Must be able to access and navigate all areas of the school and other facilities as needed.