

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission

CLASS TITLE: INSTRUCTIONAL ASSISTANT - Visual Arts

BASIC FUNCTION:

Under the direction of the principal, assist the certificated teacher in delivering comprehensive visual arts education to elementary, middle, and/or high school students. This position encompasses aiding in the instruction of a diverse range of art forms, techniques, and mediums to students with abilities ranging from beginner to advanced levels. The IA will assist in fostering a creative and stimulating environment where students can explore their artistic talents, develop their skills across various aspects of visual arts, and express themselves through their artwork. Duties include preparing materials, assisting in the management of the classroom and art projects, providing individualized support to students as needed, and contributing to the organization and display of student artwork in school exhibitions. The IA plays a crucial role in encouraging artistic exploration and appreciation, ensuring students gain a well-rounded education in the visual arts.

REPRESENTATIVE DUTIES:

1. Assist the certificated teacher in preparing lesson plans and instructional materials for various visual arts projects across multiple grade levels.
2. Help in setting up and organizing the classroom, including preparing art supplies and ensuring a clean and safe environment for artistic activities.
3. Provide individual and group assistance to students working on art projects, offering guidance on techniques and creative expression.
4. Monitor students' progress and provide feedback to both students and the lead teacher to help improve their artistic skills.
5. Assist in the integration of art history and theory into practical art projects, enhancing students' understanding of the subject.
6. Help manage and organize art supplies, ensuring materials are available and in good condition for student use.
7. Support the teacher in organizing, setting up, and taking down student art exhibitions, including school displays and community art shows.

8. Facilitate a positive and inclusive learning environment that encourages creativity, innovation, and respect among students.
9. Assist students with special needs by providing adapted art activities that accommodate their abilities and learning styles.
10. Participate in professional development opportunities to stay current with trends and techniques in visual arts education.
11. Other duties as assigned.

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

- Knowledge of a wide range of art materials, techniques, and processes across various mediums (e.g., painting, drawing, sculpture, printmaking)
- Understanding of the elements and principles of design and how they apply to visual arts education
- Familiarity with art history and the ability to integrate cultural and historical contexts into art lessons
- Awareness of safety protocols and best practices for handling art materials and equipment
- Knowledge of classroom management techniques suitable for an art education setting
- Understanding of assessment methods to evaluate student progress in visual arts

ABILITY TO:

- Ability to effectively assist in teaching and demonstrating various art techniques and concepts to students of different ages and skill levels
- Ability to prepare and organize art materials and equipment for classroom activities
- Ability to support and guide students in their artistic projects, fostering creativity and individual expression
- Ability to maintain a safe, organized, and inspiring environment conducive to learning and artistic exploration
- Ability to collaborate with the certificated teacher to implement engaging and educational art lessons
- Ability to communicate effectively with students, staff, and parents about students' progress and achievements in art
- Ability to adapt instruction and support to accommodate diverse learning styles and needs within the art classroom

EDUCATION AND EXPERIENCE:

Any combination equivalent to: An Associate's Degree or higher from an accredited college or university, or be currently enrolled in college-level courses; and preferred two years of experience working with youth in an organized setting.

WORKING CONDITIONS:

School environment which includes standing, walking, sitting, kneeling, squatting, stooping and bending; lift, carry, push or pull up to 50 lbs., duties may include activities which involve repetitive use of hands, arms or shoulder and twisting or pressure involving wrists or hands and working with arms above shoulder level; give student direction requiring clear speaking, the ability to hear normal voice conversation, color vision, peripheral vision, depth perception and the ability to adjust focus; exposed to minor contagious illnesses (e.g. colds, flu).

SALARY RANGE: 48

ADOPTED BY PERSONNEL COMMISSION:	March 21, 2024
ADOPTED BY BOARD OF EDUCATION:	April 16, 2024