



Job Description

POSITION TITLE: Temporary Artist in Residence, Visual & Performing Arts (VAPA) #4029

SALARY PLACEMENT: Short Term Employee Hourly Salary Schedule

SUMMARY OF POSITION:

Under the direct supervision of the Artist in Residence VAPA Liaison, the Artist in Residence is responsible for the development and implementation of art lesson plans.

MINIMUM QUALIFICATIONS - EDUCATION AND/OR TRAINING:

Possess experience that demonstrates expertise in working with youth artistic development.

DESIRABLE QUALIFICATIONS - EDUCATION AND/OR TRAINING:

Previous work experience or training with youth in implementing and conducting art classes; demonstrate the ability to engage, challenge, and interest students through a variety of art medium; able to create a safe, inclusive, supportive, and creative environment in a classroom setting; desire to experiment with new techniques and capacity to adapt and teach them to others; strong organizational skills and attention to detail with a proven ability to manage multiple tasks and priorities; able to plan ahead, anticipate and articulate program needs; work independently while keeping open communications with VAPA Liaison and on site staff.

KNOWLEDGE, SKILLS AND ABILITIES:

Develop age appropriate annual lesson plans that are California Art Standard based. Provide a supply list of suggested materials needed for lessons. Ability to follow policies and procedures. Must furnish own transportation as required to fulfill job duties.

ESSENTIAL FUNCTIONS:

Essential functions may include, but are not limited to:

1. Connect students with a variety of art experiences using best practices.
2. Work with AIS Liaison to create annual lessons and supply list.
3. Communicate concerns, questions, and needs to site administrator and AIS Liaison.
4. Provide artistic guidance (and constructive criticism) to support students' artistic growth.
5. Other duties as assigned.

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

1. Sit or stand for extended periods of time.
2. Enter data onto timesheets, ability to travel to sites, and use a telephone.
3. See and read printed material with or without vision aids.
4. Hear and understand speech at normal levels and on the telephone.
5. Speak so that others may understand at normal levels and on the telephone.
6. Stand, walk, and bend over, reach overhead, grasp, push, pull and move, lift and/or carry up to 25 pounds to waist height.

WORK ENVIRONMENT: Employees in this position will be required to work indoors in a standard classroom environment and come in direct contact with SJCOE staff, district staff, students, and the public.