

**Cabell County Schools**  
**Job Description**  
**Art Teacher**

**Position:** Art Teacher: Elementary/Secondary

**Supervisor:** Principal/Assistant Principal

**Salary:** As per Cabell County pay schedule.

**Length of Employment:** 200 Days

**Job Description:** An elementary and secondary art teacher is assigned to deliver a comprehensive art program in accordance with state law and West Virginia Board of Education and county policies and regulations.

**Qualifications:** Holds or qualifies for a West Virginia Professional Teaching Certificate endorsed for art at the grade levels applicable to this assignment.

**Responsibilities:**

1. To implement the program of study approved by the West Virginia Board of Education and adopted by the county Board of Education.
2. To convey knowledge of the elements of art and the principles of design by incorporating information regarding methods, materials and techniques unique to the visual arts in: drawing, painting, sculpture, printmaking, collage, crafts, photography, film, and electronic technologies (where appropriate to standards and programmatic level).
3. To plan/execute a balanced art program and organize class time so that students receive appropriate instruction and demonstration prior to individual and/or group work.
4. To provide individual and small group instruction in order to adapt the art curriculum to the needs of each student to encourage students to develop individual art skills to the greatest extent possible.
5. To establish and maintain standards of student behavior to provide an orderly, productive environment during instruction and classwork.
6. To instruct students in proper care and use of tools and equipment.
7. To maintain care/responsibility for school-owned equipment, materials and supplies in the art classroom.

- 8.** To organize storage areas and control use of tools, materials, supplies, and equipment to prevent loss or abuse and to minimize time required for distribution and collection.
- 9.** To inventory equipment and maintain proper condition and storage of equipment, materials, and supplies.
- 10.** To ensure the classroom and/or instructional environment is attractive, healthful, safe, and conducive to learning and that materials are in good condition and accessible to students.
- 11.** To provide a portion of the planning time, as necessary, for requested parent, student or parent/student conferences.
- 12.** To evaluate each student's artistic growth and understanding by assessing each individual's contribution to class.
- 13.** To work in cooperation with the building principal and staff to support programs throughout the school including but not limited to school assemblies, open house, parent meetings, ceremonies, and/or seasonal programs.
- 14.** To showcase student talent through school art displays and the central office art display as published by the Fine Arts supervisor for the district.
- 15.** To prepare for and provide opportunities to participate in school, local, and regional competitions, contests, and events.
- 16.** To prepare a budget based on the art allocation, spend funds accordingly and maintain accurate financial records of expenditures.
- 17.** To accept reasonable extra duty assignments necessary for a successful school program.
- 18.** To perform other duties and responsibilities as assigned by the principal.

Revised 3/24/16