

JOB TITLE	DEPARTMENT	REPORTS TO
Teacher on Special Assignment for Fine Arts (Grant funded)	School Based	Principal

<b>Position No:</b> 63101	<b>Length of Work Year:</b> 11 Months
<b>Salary Schedule:</b> IN11	<b>Date Approved:</b> 2/12/19
<b>FSLA:</b> Exempt	<b>Date Revised:</b>

JOB GOAL
Provide leadership and coordination for school-based Fine Arts programs to ensure that a high standard of excellence is achieved in the areas of the Arts.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> <li>1. Bachelor's degree or higher.</li> <li>2. Valid Professional Florida Teaching Certificate.</li> <li>3. Three (3) years of teaching in the area of Fine Arts.</li> <li>4. The ability to perform the functions of the position.</li> </ol>

DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> <li>1. Organizes and conducts school tours to aid in student recruitment and effective family engagement.</li> <li>2. Assists fine arts instructors with the organization/management of all fine arts performances. Including but not limited to scheduling, program design, costuming and rehearsals.</li> <li>3. Demonstrates ability to develop, implement and manage performances at various stages of development. This would include performances both on and off the school campus.</li> <li>4. Demonstrate the ability to create and lead job-embedded professional development that targets arts integration.</li> <li>5. Capability to work well independently and with team members.</li> <li>6. Assists with the organization of all field trips.</li> <li>7. Develop and sustain the Artist in Residence program under principal supervision.</li> <li>8. Researches a wide variety of topics (e.g. new visual arts and performing arts programs, grant availability, professional development, etc.) for the purpose of developing new programs that meet staff training needs.</li> <li>9. Demonstrates knowledge of standards-based instruction to effectively support Fine Arts instructors in establishing clear objectives for all lessons, units, projects and the like to communicate these objectives to students.</li> <li>10. Demonstrates the ability to communicate effectively with all stakeholders.</li> <li>11. Performs such other tasks and assumes such other responsibilities as the Principal may assign.</li> </ol>

PHYSICAL DEMAND CLASS:
Light (L) - Frequent lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-35 pounds. Frequent walking and/or standing is required to carry out duties.