

Sauvie Island School PTC  
Job Description  
**Art Teacher: K-5 & MS Elective**  
**Contracted Position**

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**CONTRACT INFORMATION:**

Application Deadline Date: Until Filled

Start Date: August 27, 2025

Posting Date: June 2025

Job Title: Art Teacher: K-5 & MS Elective

Location: Sauvie Island School

Department: Contracted through our Parent Teacher Club (PTC)

Report to: Executive Director

Status: Part-Time- 4 hrs/per day (\*Wed/Thur/Fri) – during the school year (37 wks)

Compensation: \$30/hour, \$12,105 for a 37-week contract, Invoiced monthly (Sept-June)

*\*Tentative work hours based on the current master schedule, but might need to be adjusted slightly if the master schedule changes. Adjustments can be made if agreed upon with the SIS Director.*

**SUMMARY:** This contracted position provides Art instruction for grades K-5 and Middle School Elective \*\*. They will be responsible for developing in each student an interest and ability for creative expression while teaching skills, standards and techniques for artistic expression consistent with current ODE Art Standards, Place-based approach and CCSS. They will aim to facilitate students' understanding and exploration of the elements of Art, principles of design, past and contemporary artists, art skills and techniques with a range of different art mediums. This teacher will also be responsible for classroom management, grading, parent communication, while teaching organizing and executing an existing art program. In addition, they will provide a digital photography/yearbook opportunity for upper grade students. They will work collaboratively with all members of the school staff and parents.

**ESSENTIAL REQUIREMENTS:**

**PERSONAL QUALITIES:**

1. Sense of humor
2. Critical thinking skills
3. Empathetic listener
4. Strong work ethic
5. Positive, problem solving attitude
6. Trustworthy

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** Essential duties of this position include the following. Contractor in this position perform some or all of the following tasks. Other duties may be assigned.

- Design, write, create and administer appropriate SIS curriculum which is aligned with the CCSS and Place-based mission.
- Use research based best practices when employing direct instruction, including appropriate vocabulary and examples, student friendly objectives, clear visuals, demonstrations, articulate and audible speech.
- Create and maintain a positive and orderly learning environment in art class
- Coordinate learning objectives/themes with other teachers of the school.
- Communicate regularly and assist classroom teachers with integrating the visual arts into the instructional program.
- Provide instruction in the proper use of artistic materials and equipment, ensuring safe use.
- Instruct and utilize these CTE opportunities: vinyl cutter, heat press, etc.

- Inventory, order and maintain all art supplies.
- Maintain safe working conditions with all art equipment and students.
- Serve as a role model for students by cultivating personal artistic talents and creating artistic work.
- Assists students, individually or in groups, to reinforce learning concepts.
- Assists students with assignments and managing behaviors.
- Presents subject matter to students, utilizing variety of methods and techniques.
- Interacts thoughtfully and courteously with students, staff and parents/guardians and resolves conflict in a professional manner.
- Evaluate each student's performance, growth in knowledge and understandings, and prepare report cards at the end of each term.
- Attend work regularly.
- Attends Staff Meetings or Required Building Trainings-when requested.
- Other duties as assigned.

***SUPERVISORY RESPONSIBILITIES:*** Supervise other student workers and volunteers. Contractors have some responsibility for supervising students and assisting in maintaining a safe environment.

***ESSENTIAL REQUIREMENTS:***

The ideal contractor will be able to meet K-5 students where they are with their artist skills, knowledge and interest to help them grow in their Art appreciation and confidence. They will offer a variety of 6<sup>th</sup>-8<sup>th</sup> grade Art electives throughout the year which inspires creativity and engagement. They will be able to work independently, but collaboratively with staff to establish Art lessons that compliment what students are learning at each grade level.

***QUALIFICATIONS:*** To perform this contact successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Education and/or Experience: Associates and/or Bachelor's degree in Fine Arts (Preferred) and at least two years related experience and/or training or equivalent combination of education and experience.
- Interpersonal Skills: Works well with others from diverse backgrounds. Focuses on solving conflict; maintaining confidentiality; listening to others without interrupting; keeping emotions under control; remaining open to others' ideas and contributing to building a positive team spirit.
- Language Skills: Ability to communicate fluently verbally and in writing in English. Ability to read, comprehend and interpret simple instructions, safety rules and operating instructions. Ability to verbally respond to common inquiries from students and staff. Ability to draft simple memos and correspondence.
- Mathematical Skills: Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to perform basic math skills involving monetary units.
- Reasoning Ability: Ability to apply common sense understanding to carry out instruction in written, oral or diagram form. Ability to deal with problems involving several variables in standardized situations.
- Computer Skills: General knowledge of computer usage. Ability to enter accurately enter data and run reports from school computer system.

*Note: This is not necessarily an exhaustive or all-inclusive list of responsibilities, skills, duties, requirements, efforts, functions or working conditions associated with the job. This job description is not a contract of employment or a promise or guarantee of any specific terms or conditions of employment. The school may add to, modify or delete any aspect of this job (or the position itself) at any time as it deems advisable.*