Job Description:

Arts and Academics: After School Club
Geneva Woods and Cedar Park after school homework and arts program.

Teaching Artist
The Arts and Academics Teaching Artist works in a team with a certified classroom teacher (one at each location) to provide after-school academic support including the performing and visual arts for elementary students living in Cedar Park and Geneva Woods. Class size will vary daily, and will be capped at 25.

The team will work together to design programs and projects that ensure that students complete homework on a regular basis, while being enriched through engagement with the arts. The Team also offers one Family Night each month in each location to showcase children's work, meet parents/families, and nurture strong community bonds.

The Alaska Housing Finance Corporation has identified 40 traits of successful students that the program must focus on. The Juneau Arts and Humanities Council sees the arts as integral to developing strong, successful students and building those traits.

Duties include, but may not be limited to:

- **Program design, implementation and instruction:** With the certified teachers, develop lesson plans based on the Alaska State Standards and aligned with areas of study or themes from the elementary schools. Provide daily instruction and guidance to students.

- **Plan and implementation of regular monthly Family Nights** including programming, refreshments, opportunities for families to get to know each other. May include other guest artists/culture bearers or presenters.

- **Maintenance of supplies and classroom areas,** including shopping for supplies, keeping them in good order, setting up and tidying up classroom area.

- **Work within budget allotted:** for supplies and payroll. Be responsible for managing funds, submitting paperwork for payments in a timely fashion.

- **Maintaining records of work accomplished, student progress** and completing monthly reports for the grant reporting purposes. Also sharing information about student progress with families. Must write two articles/school year for JAHC online newsletter.

About the Job:
This is a grant funded hourly position.
$30/hour.
The program is offered 4 days/week, 2 hours/day + 1 hour/day for prep time for a total of 3 hours/day.
Plus an additional 3 hours one evening each month for the Family Night.
The program will be offered during the school year, starting immediately and ending May 30, 2012 with unpaid breaks during the winter and spring breaks.
Employment is at-will.

**Position requires:**
- Good communication skills, oral and written.
- Experience working with a diversity of students. Preference will be given to individuals with experience working with Title 1 students.
- Experience working with families.
- Attention to detail, ability to work independently, and to manage administrative duties of a single classroom as well as provide instruction.
- Teaching Artists must have completed the Teaching Artists Training series or be on the statewide roster of Artists in the Schools.
- Preference will be given to teachers and artists with experience integrating the arts into classroom instruction.