Elementary School Junior Teaching Artist - Brooklyn

ABOUT THE POSITION

Innovative network of school-based and center-based youth development programs seeks Elementary School Junior Teaching Artists for arts education programming, serving children ages 5-14 in Bushwick and Williamsburg, Brooklyn.

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We are looking for versatile and flexible teaching artists who are open to frequent feedback on their classroom management and lesson plans, and who are excited to be part of a creative team. The ideal candidate will possess excellent classroom management. Strong, sensitive and professional communication skills are a must as well as a good sense of personal and professional boundaries. Junior Teaching Artists must have a culturally sensitive approach to working with diverse populations. Applicants should have experience working with youth.

RESPONSIBILITIES

- Teach assigned content area
- Collaborate in designing literacy-based art curricula that align with recognized learning standards
- Collaborate in the implementation of STEM activities in the literacy-based arts curricula
- Participate in weekly individual and/or group supervision meetings
- Supervise and ensure the safety and welfare of participants at all times
- Keep students engaged and create a classroom culture of respect and participation
- Supervise students on subway trains and on field trips throughout New York City
- Supervise interns/assistants placed within the classroom
- Communicate with parents regarding student's progress in the program
- Make referrals to Art Therapist, as needed
- Maintain attendance
- Check emails regularly and respond to communication efforts by supervisor in a timely manner, at least within 24 hours
- Complete evaluation forms for participants
- Supervise maintenance of a current portfolio for every student assigned to teacher
- Participate in agency wide events

- Generate and collaborate on a wide range of community projects and other special projects as needed
- Participate in recruitment and retention of program participants
- Attend meetings and trainings as assigned
- Supervise and/or provide first aid/CPR, file accident/illness reports
- Complete any other duties assigned by Supervisor(s)

QUALIFICATIONS

PLEASE NOTE: As per the DOE/DYCD Guidelines, all employees working in the Arts and Literacy Program are required to be vaccinated.

- High School Diploma required, BA/BFA in professional content area preferred
- 2 years' experience teaching art related subject matter required
- Ability to create lesson plans and document curriculum
- Excellent organizational and time management skills
- Working knowledge of NYC Arts Cultural Community
- Experience working with diverse youth populations
- Occasional flexible schedule is required- some weekends and evenings
- Bilingual-Spanish/Mandarin/French is preferred

SCHEDULE

- 2023-2024 After School Program:
  - Dates: 9/11/23 to 6/28/24
  - **Hours: 21+ hour/week**
  - **Schedule: Monday to Thursday 2:15pm-6:00pm, Friday 12:00pm-6:00pm** *exact times subject to vary slightly dependent on host school dismissal time*
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- 2024-2025 Summer Program:
  - Approx. Dates: 6/24/24 to 8/16/24
  - **Hours: 30 plus hours**
  - **Schedule: Monday to Friday- Shift work between 8am to 6pm.** *exact times subject to vary slightly depending on host school dismissal time*

- Candidates must be available for the entire duration of the school year and summer months.
- Paid, mandatory staff training will take place prior to start dates sometime in early September.

COMPENSATION

- Salary: $18-24/hour range based on degree(s), qualifications and experience.
- Benefits
    - Medical, Dental and Vision (partial employer - sponsorship)
    - Vacation
    - Holidays
    - Sick Days
    - Flex Spending Account

TO APPLY

To apply, please send a cover letter outlining your experience and passion for arts education and a resume to osthiring@hispanicfamilyservicesny.org. Applicants will not be considered without a cover letter.