

Job Description

Job Title: Art Therapist
Position Code: GE27
Job Classification: Exempt

Supervisor: Juvenile Detention Supervisor
Pay Grade: 40
Contract Length: 220 days

Job Summary

Position is responsible for creating a safe and creative classroom environment for the students to express their thoughts, energies and behavior in a positive manner through the art making process so that students may increase appropriate forms of self-expression.

Essential Duties

1. Conducts classes using art as a basis to enhance and/or improve student competence in the basic learning skills, develop intellectual skills of rational thought and creativity, progress through achievement as well as develop positive and realistic concepts of others.
2. Demonstrates knowledge of course content for art therapy classes.
3. Develops daily lesson plans to include objectives, materials, classroom activities and written assessments; organizes daily class time so that instruction can be accomplished within allotted time.
4. Provides collaboration with education, detention and center staff in reference to student learning/behavior.
5. Establishes and maintains standards of student behavior to provide an orderly, productive and classroom environment and ensure a high level of safety in the classroom at all times.
6. Participates in staff develop opportunities to keep abreast of new developments in area of art therapy.
7. Maintains records of student performance in order to evaluate student progress.
8. Adhere to rules, regulations and procedures consistent with VDOE, the local school division and the detention center.
9. Attend and participate in faculty meetings and other professional meetings as directed by detention center administration.
10. Perform all other school duties and assignments as appointed.
11. The art making process may include 2-D and 3-D media.
12. Models non-discriminatory practices in all activities.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

Other Duties

1. Performs any other related duties as assigned by the Supervisor or other appropriate administrator.

Job Specifications

To perform this job successfully an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and ability required. Reasonable accommodation may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

Minimum Qualifications

Must possess a Master's degree in Art Therapy with a Professional certification by the Art Therapy Association. Must possess ability to communicate effectively verbally and in writing. Must possess the ability to establish and maintain effective working relationships with students, staff and the public. Experience working with at-risk students is preferred.

Working Conditions and Physical Requirements

Must have the ability to sit and stand for extended periods of time; exhibit manual dexterity to dial a telephone, to enter data into a computer; to see and read a computer screen and printed material with or without vision aids;

hear and understand speech at normal classroom levels, outdoors and on the telephone; physical agility to lift up to 25 pounds; to bend, stoop, climb stairs and reach overhead.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in a school/classroom environment. The noise level in the work environment is usually moderate.

Supervision Exercised: May include instructional assistants, volunteers or tutors.

Supervision Received: Supervisor of Juvenile Detention Center

This job description in no way states or implies that these are the only duties performed by this employee. The Art Therapist will be required to follow any other instructions and to perform any other related duties as assigned by the Supervisor or other appropriate administrator. Newport News Public Schools reserves the right to update, revise or change this job description and related duties at any time.

Approvals:

Supervisor

Date

I acknowledge that I have received and read this job description.

Employee Name (Print)

Signature

Date

Revised 01/19 CR