Visual Arts Teaching Artist

About CAP

The Cathedral Arts Project is the leading nonprofit provider of quality, comprehensive and ongoing instruction in the visual and performing arts for elementary and middle school students in Duval County. The driving force behind all CAP programs is the belief that the arts matter – they provide essential skills, like creative thinking, perseverance, teamwork and self-discipline, that benefit all people in all areas of their lives. Voted one of the best places to work in Jacksonville, we offer a culture of creativity and collaboration right in the heart of downtown.

Reporting Structure

Position reports to the Senior Director of Programs.

Overview

The Cathedral Arts Project is seeking visual arts teaching artists that are both centered in strong artistic practice and have the desire to share the skills and knowledge of their art form with students and community members. Teaching artists are responsible for standards-based instruction of a visual arts class. Successful candidates should have established classroom management and curriculum development skills specific to Title 1 schools and must be flexible, versatile and willing to pivot their teaching and plans as needed.

Essential Responsibilities

- Demonstrate mastery of the skills, knowledge and practices of visual arts forms through original lessons; make relevant connections to classroom curricula; and be able to adapt and implement existing curricula in a creative way.
- Provide instruction for primary/secondary students on public school campuses, including Title 1 schools, as well as at libraries, community centers and other similar locations by combining relevant visual arts techniques as well as Florida State Standards for visual arts, including:
  - Technique (process, drawing, color theory)
  - Historical contributions and cultural dimensions of visual arts
  - Visual arts theory (elements and principles of art)
- Nurture and maintain professional and positive relationships with classroom teachers, school administration and families of students.
- Manage classroom and maintain constant supervision of no more than 30 students per class.
- Arrange and participate in recruitment of students at the program site. Ensure enrollment forms are distributed, collected and returned to CAP for all participating students.
• Work with CAP staff to facilitate opportunities for students to exhibit their artwork at the program site and in the community during the academic year. Assist with field trips and guest artist visits as needed. Prepare students for exhibitions including CAP’s annual Visual Arts Showcase.
• Monitor and remain within allocated budget for classroom supplies.
• Attend CAP teaching artist meetings as requested.
• Be accountable for paperwork as required, including attendance, pre- and post-program skills assessments, etc.
• Organize materials for each lesson ahead of time and transport materials to school for individual programs.
• Work collaboratively and cooperatively within a team as well as independently.
• Maintain a positive ‘can do’ attitude; be proactive, flexible, and show initiative with projects, planning, and all activities related to this position.
• Practice strong organizational and time management skills.
• Carry out other duties as requested by the Chief Program Officer and Director of Programs in support of other strategic goals.

Qualifications

• Bachelor’s degree in education, visual arts, media arts, or related field, or at least two years of experience working in a related field.
• Active artistic practice, including recent exhibitions of work.
• Experience implementing visual arts-based curriculum for children in a structured learning environment.
• Ability to incorporate Florida Standards into lessons and presentations.
• Excellent written and oral communication skills.
• Understanding of basic office computer programs such as Microsoft Word, Excel and Outlook.
• Dual-language Spanish speaker preferred.

Requirements

• Responsible for transportation to and from office and program site(s).
• Available via cell phone during work hours.
• Pass Level 2 background check as outlined by Florida state law.
• Complete mandatory sexual misconduct and cultural diversity training.

Compensation

Position is part-time on a per-project basis. Hourly compensation is dependent on experience.
Performance Appraisals

First year teaching artists will receive semi-annual performance appraisals and returning teaching artists will receive annual appraisals. Site visit observations, along with interviews with the site director or principal, will be used to evaluate the teaching artist in the following areas: overall performance characteristics and competencies; attendance, planning and preparation; class management and student rapport; creativity and innovation in art form; student participation and understanding; and communication and rapport with school and site officials.

To Apply

Submit a résumé to kristin@capkids.org. The Cathedral Arts Project is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. For more information about the Cathedral Arts Project, visit capkids.org.