



NEW:
09/27/2016

JOB TITLE:	ARTS CURRICULUM SPECIALIST II GRADES K-12
DIVISION	ACADEMIC SERVICES
SALARY SCHEDULE/GRADE:	II/IV, GRADE 9
WORK YEAR:	210 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4202
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES

Provides technical assistance to district and school staff in K-12 Arts (Visual Arts, Dance, and Theatre) curriculum and instruction, monitoring and implementation of K-12 Arts (Visual Arts, Dance, and Theatre) Standards; provides professional development as assigned; surveys system-wide needs and determines effectiveness of K-12 Arts (Visual Arts, Dance, and Theatre) curriculum and instruction; coordinates and/or manages district-wide student dance, theatre, and visual arts events and competitions as assigned; supervises and directs the work of committees and other groups as assigned.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Assumes responsibility for and assists designated supervisor in short-range and long-range planning for K-12 Arts (Visual Arts, Dance, and Theatre).

Works cooperatively with the designated coordinator, program directors and specialists in assessing and addressing the district's priorities and needs and in developing, reviewing and revising K-12 Arts (Visual Arts, Dance, and Theatre).

Researches past and current practices in K-12 Arts (Visual Arts, Dance, and Theatre) and integrates research in all areas of responsibility.

Supervises and directs the work of committees and task forces as assigned.

Works cooperatively with the designated coordinator and staff development personnel to provide in-service training in K-12 Arts (Visual Arts, Dance, and Theatre).

Works closely with district and school staff to obtain information regarding the effectiveness of K-12 Arts (Visual Arts, Dance, and Theatre) programs and activities.

Provides technical assistance to district and school staff in K-12 Arts (Visual Arts, Dance, and Theatre)

Assure compliance with local, state and federal regulations and procedures related to K-12 Arts (Visual Arts, Dance, and Theatre)

Assures compliance with Board Goals and Administrative Objectives related to K-12 Arts (Visual Arts, Dance, and Theatre)

Performs other duties as assigned by designated supervisor.

PHYSICAL DEMANDS

The work is primarily sedentary. It requires the ability to communicate effectively using speech, vision and hearing. The work requires the use of hands for simple grasping and fine manipulations. The work requires bending, reaching, with the ability to lift, carry, push or pull light weights. The work requires the use of hands for simple grasping and fine manipulations. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS

Bachelor's Degree or higher with area or major in Visual Arts with Kentucky Teacher Certification

Three (3) years successful teaching experience in visual arts, preferably at both elementary and secondary levels.

DESIRABLE QUALIFICATIONS
Master's Degree
Three (3) years successful experience in supervision of instruction and/or curriculum development
Kentucky certification in supervision and/or administration
Successful experience in area of research methods and strategies
Demonstrated knowledge of learning theory, program planning, development, management and evaluation.