

Summary of Duties : Teaches visual, performing, or communications arts to classes of children, teenagers, and adults; designs and teaches interpretation programs in arts or architecture at arts centers, museums, and historic sites operated by the City; and does related work.

Distinguishing Features : The primary responsibility of an employee of this class is to instruct children, teenagers, and adults, including school teachers, docents, and leaders of community groups, in the visual and performing arts, photography, film, video and architectural history. Although an Art Instructor gives technical direction and assistance when needed, this employee's major purpose is to stimulate unique perceptions and individual expressiveness through art media. An employee of this class must be able to create an atmosphere conducive to artistic experimentation and development of talents and interests peculiar to each student or to stimulate interest through an art education program. An Art Instructor may be required to create special activities for festivals, gallery events, and demonstrations, as well as to develop teaching programs.

Examples of Duties : Plans and conducts a program of class instructions in the arts; plans, organizes, and directs class activities and projects such as construction of wood sculpture, development of basic printmaking techniques including use of the press, planning and executing a group mural, and planning, writing, filming, and editing a live or animated film; demonstrates and explains techniques and uses of materials, tools and equipment; guides individual students in the techniques of working with a variety of visual art media, including oil paints, inks, clay, plaster, photographic chemicals, and drawing materials; guides individual students in techniques of performing arts methods such as voice production, body flexibility, use of sound recording equipment, use of musical instruments, and use of video cameras; teaches fundamental principles of the arts and architecture, both contemporary and historic; guides students in thinking critically, analyzing, reorganizing, and reconstructing various media, and developing artistic skill, interpretation, and personal expression; may counsel students in career opportunities in art education.

Plans, organizes, and leads approved field trips to private and public art and architecture exhibits and performances; solves any disciplinary problems; keeps up-to-date on current theories and techniques of art education and adapts new concepts to the classroom; meets with supervisors and other instructors to assist in developing activities and to coordinate plans; may meet with educational and community groups to develop and share ideas on art education.

Prepares classroom for instruction; maintains attendance records, schedules, and reports of class activities, and makes recommendations

for program improvements; submits budget requests for equipment and facilities.

May assist in the preparation of materials and programs for exhibits; delivers lectures on exhibits, gallery, and historic site education programs; coordinates educational tours of gallery programs; may train and supervise Gallery Attendants and part-time workers; and may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications : A good knowledge of the principles and methods of planning and instructing arts classes; a good knowledge of techniques of teaching and working individually and in groups; a good knowledge of the fundamentals of various visual, performing, communications or architectural arts and techniques, materials, tools, and equipment for working with diverse art media; the ability to demonstrate techniques and the use of various artistic media, tools, and equipment; the ability to coordinate group activities and events; the ability to provide leadership, inspire enthusiasm, and stimulate creative experiences in art; and the ability to solve disciplinary problems and work readily with persons of various ages.

Graduation from a recognized college or university with specialization either in fine or performing arts, art or architectural history, or art education, and two years of experience instructing in the arts or art education is required for Art Instructor. Experience in teaching arts or arts education may be substituted on a year-for-year basis for the required education.

Physical Requirements : Strength to perform average lifting up to 15 pounds and occasionally over 25 pounds; arm, hand, and finger dexterity with at least one hand for manipulation of art media; good speaking and hearing ability; and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory, and not restrictive. It is not intended to declare what the duties and responsibilities of any position shall be.