



**Position Title: .5 Library Coordinator  
.5 Visual Art Teacher**

**Reports To: Executive Director**

### **GENERAL DESCRIPTION**

This combined position will work cooperatively with staff and students to address the educational needs of K-5 learners. In the role of library coordinator, you will maintain a diverse and current media collection (print and electronic), teach weekly library lessons and will facilitate student and staff use of the media center resources. As the visual arts teacher you will be responsible for instruction in art concepts and integrating examples of fine artworks and children's literature, offering a variety of art explorations for each artistic concept. He or she will also be expected to work collaboratively with teachers to integrate visual arts with music, literacy and technology to create student Integrated Arts showcase performance 1-2 times per year.

### **ESSENTIAL FUNCTIONS**

#### **General Responsibilities**

- Effectively communicate with other educators in timely manner.
- Maintain flexibility in lesson design, scheduling, task assignments, and integrated arts planning and implementation.
- Demonstrate effective time management and ability to prioritize job duties as appropriate.
- Work effectively with school colleagues, parents, and the community to support students' learning and well-being
- Is able to implement a Responsive Classroom approach

#### **Library Coordinator**

- Develop and implement innovative lessons that motivate students to read, write, view, speak and listen for intrinsic satisfaction in learning, enrichment and personal pleasure.
- Guide students to become critical thinkers, enthusiastic readers, skillful researchers and ethical users of information
- Serve as an integral member of the Integrated Arts K-5 team by reading selected literature during library lessons that connect to identified visual arts and music themes.

- Effectively collaborate with other educators to build and strengthen connections between student information and research needs, curricular content, learning outcomes and information resources.
- Maintain library circulation data base.
- Orient students to library procedures and expectations.
- Oversee annual OBOB program and Read Across America assembly and event.
- Coordinate a minimum of two book fairs each year.
- Integrate new technologies into all aspects of today's learning environments.
- Provides direct library and instruction to K-5 students.
- Responsible for maintaining the media center department budget.
- Maintain partnership with Molalla Library and convey information to students and parents regarding Book Mobile, library events, and summer reading programs.

#### Visual Arts Teacher

- Serve as integral member of the Integrated Arts K-5 team by coordinating art lessons with overarching integrated arts theme.
- Demonstrate an understanding of tools of inquiry, and structure of the visual arts, effectively transmitting this knowledge to students, and making the subject matter meaningful
- Engage every student in grade level appropriate learning experiences that promote artistic and intellectual development

**Performs other duties as assigned.**

#### MINIMUM QUALIFICATION

- Bachelor Degree
- Elementary teaching license, or willingness to pursue licensure/charter school registry
- Have or obtain First Aid and CPR cards.

#### **Preferred Qualifications:**

- Background in literacy; reading endorsement
- Background in art education

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Executive Director

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Employee

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Date

Revised: 03/21/24