



Exhibit A
Job Description: Art Teacher

Reports to: Executive Director and Vice Principal

Length of employment: Now – June 2025

Job type: Part-Time

Classification: Non-exempt

Work setting: In-person

Rate: Compensation is competitive and commensurate with experience

Schedule: Tuesday, Wednesday, Thursday (3 days a week)

Time: 7:15 AM – 3:45 PM, additional hours as needed

Summary:

Under the supervision of the Executive Director, this position works in collaboration with one to two other specialist teachers and classroom teachers to facilitate the MITCH Specials curriculum. It is of utmost importance that this candidate be proactively communicative, collaborative, and team-oriented. Equally important is a coachable candidate: a self-starter, lifelong learner, and exposes themselves to increasingly equitable perspectives and practices. There are many opportunities for professional growth in this environment, in that it is flexible yet demanding. A candidate that works well with others, centers student experience, and thrives in a creative, resourceful “all hands-on deck” environment will excel at MITCH.

Responsibilities (include, but are not limited to, the following duties):

- Whole-child education: Center and support the social-emotional health, cultural identity, and academic success of students in the classroom
- Work collaboratively with the instructional team to create a culturally responsive and academically rigorous learning environment appropriate to the developmental stages of elementary school students that differentiates, motivating and challenging each student according to their abilities;
- Create engaging learning through hands-on and project-based activities that center student identity and MITCH-approved curricula.
- Plan, develop, write, teach, and evaluate objective- and standard-based lesson plans with instructional materials and activities for each grade level utilizing a variety of instructional methodologies including but not limited to
 - Lectures
 - Inquiry & discovery projects
 - Group discussions & activities
 - Digital technology
 - Field trips
 - Guest lectures
- Monitor student academic progress through
 - Formative and summative assessments
 - Daily maintenance and recording of graded assignments through online system provided by TTSD
- Provide excellent classroom management by
 - Creating an equitable, structured, and responsive classroom environment



- Utilizing school wide PBIS practices to enact specific, concrete, and actionable techniques to establish and maintain high classroom behavior expectations and standards
- Clear & professional communication with parents using:
 - Monthly school-wide emails
 - Email, phone calls, and face-to-face meetings and partnering with core classroom teachers when necessary
- Professional Growth
 - Attend & participate in-person at staff meetings and in-service professional development opportunities
 - Maintain full licensure with Oregon Teacher Standards and Practices Commission
- Additional Duties
 - 1 Event per grade per year that highlights Core Knowledge grade-level content (can be held in collaboration with other grades)
 - Collaborate with specialists team to organize monthly school-wide assemblies that build school spirit and student leadership
 - Recess and carline
 - Other duties may be assigned by the Executive Director

Qualifications:

Requirements

- Bachelor’s degree in education, arts, music or a related field from an accredited university
- Current teacher licensure with the Oregon State Teaching and Practices Commission, or facilitated via TSPC *before* the first day of employment.

Preferences

- Master's degree in Education or a related field from an accredited university
- Specialist Endorsement or certification as relevant to the teaching position
- Experience in teaching early childhood education
- Experience with Core Knowledge Curriculum
- Knowledge of restorative justice, culturally responsive practice, and trauma-informed care
- Familiarity with using performance-based assessment and equitable grading practices
- Knowledge of sustainable agriculture, equitable food systems, and natural sciences

Other requirements

- Must pass background checks before the first day of employment
- Must pass sexual conduct background check before the first day of employment

Work Conditions / Physical Requirements

Standing	40%
Sitting	40%
Bending/Lifting	20%



Compensation/Benefits:

As stated in the job agreement.

How to Apply:

Please submit the application online (<https://form.jotform.com/241135485245051>) with the following:

1. A cover letter expressing your interest in the position and your commitment to SEL, equitable teaching practices, and inclusion in art education.
2. A current resume or CV.
3. Contact information for at least two professional references.

About MITCH:

MITCH CHARTER SCHOOL is in its 20th year of partnership with TTSD as a public charter school with an agricultural focus. We are a small school of about 250 students and a committed staff of 27. Our teachers come from diverse walks of life and educational experiences. Class sizes range from 15-25, and our teachers work closely in grade-level teams to develop dynamic educational experiences for students to engage in personal growth and critical thinking. The school hosts a vegetable and flower garden, a rain garden, and a 20x20ft. greenhouse. Partnerships with local agricultural cooperatives and service-based organizations create learning opportunities unique to MITCH.

EEO Statement:

MITCH Charter School is an Equal Opportunity/Affirmative Action Employer and E-Verify participant. All qualified applicants will receive consideration for employment without regard to race, color, creed, sex, national origin, disability, gender identity, sexual orientation or protected veteran status.

Disclaimer:

This position description in no way states or implies that these are the only duties to be performed in this position. Employees are required to follow instructions and to perform other job-related duties at the Executive Director's request. The Board of Directors may modify this description at its discretion.

I have read this description and understand the requirements of the position.

Employee Signature

Date

Executive Director Signature

Date

Board Chair Signature

Date