Job Description: COMPUTER/PERFORMING ARTS TEACHER

BASIC FUNCTION
Plan and implement school computer program and school performing arts program

DUTIES AND RESPONSIBILITIES (may include, but not limited to the following)
- Plan and implement a schoolwide computer program, including instruction in computer skills according to California State Standards, and selection and use of instructional software.
- Schedule students/classes in computer labs.
- Teach grade appropriate computer skills (turning computers on/off; opening/closing programs; typing/word processing; using drawing programs; internet research; slide shows; etc.
- Provide computer inservice for teaching staff.
- Support teachers in use of technology and instructional computer programs such as Accelerated Reader, iStation, and ST Math.
- Troubleshoot and solve computer problems.
- Coordinate repair/maintainance with district IT.
- Take prudent steps to safeguard computer software and hardware.
- Maintain software and hardware inventory.
- Maintain a pleasant environment in both computer labs.
- Plan and implement developmentally appropriate lessons for classes in music and dance based on the California State VAPA standards.
- Assist in the planning and scheduling of the exploratory classes.
- Utilize songs, music, rhythm instruments, movement, games, and dance to teach music theory, intonation, rhythm, voice, folk dance, & coordination.
- Connect music and dance to math and language arts skills being taught in the classroom to increase understanding and memory.
- Expand students knowledge and appreciation of various cultures using songs, music, and dance.
- Provide support to classroom teachers in music and dance.
- Prepare students for performance in music and dance.
- Organize opportunities for performance.
- Organize opportunities for students to be exposed to performances by professional musicians and dancers.
- Plan schedule for class rotations.
- Contact person with the district VAPA office.

QUALIFICATIONS
Knowledge of:
- Both Mac and PC use in an elementary school setting
- Accelerated Reader, iStation, and ST Math
- Teaching music and dance in an elementary setting
- Conducting and directing choral groups and musicals

Ability to:
- Organize and maintain a computer lab and teach computer skills to elementary students in a lab setting.
- Sing in an appropriate range to lead elementary school children in song.

CREDENTIAL
A valid California mulitiple subject teaching credential

WORKING CONDITIONS
Environment:
The work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. This position will include office and school environments.

Physical Abilities:
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee must be able to.
    Lift, carry, push and/or pull items with a strength factor of medium work.
    Hear and speak to exchange information in person or on the telephone.
    See to read a variety of materials.
    Possess dexterity of hands and fingers to operate a computer keyboard.
    Sit, stand or walk for extended periods of time.
    Bend at the waist, kneel or crouch to file materials.
    Reach above shoulders to file materials.
    Climb a stool/ladder.

Hazards:
None identified.