



The Gow School

Job Title: Art Teacher, Dorm Parent, Athletic Coach

Department: Faculty

Supervisor(s): Department Chair(s)

Position Overview: The Art Teacher is a member of the Art and Applied Technology Department and as such, is responsible for teaching in the academic environment, as well as coaching and residing in on-campus housing in a dorm parent role.

Employment Classification: Full-time, exempt

Scheduled Days and Hours: Monday – Saturday and as required on Sunday.
Schedule is according to the School Calendar.

Essential Job Functions:

- Reflect the Mission of The Gow School to students, faculty, and the community, and adhere to all company policies as listed in The Gow School Employee Handbook;
- Exhibit The Gow School's core beliefs, embodied in our Four Pillars of kindness, respect, honesty and hard work;
- Teach several courses, including Graphic Design and Three-dimensional Art;
- Contribute to the vitality of the school's extracurricular activities, athletic program and, where appropriate, dormitory life;
- Dorm Parent – Living in a school appointed residence on a full-time basis while school is in session, and supervising students in the dorm;
- Coach 2 athletic seasons per academic year;
- Contribute to the development within the school of an atmosphere of integrity, rigorous effort, creative activity, intellectual vigor and human sensitivity;
- Contribute to the department's evaluation of curriculum and teaching methods, materials and means of assessment;
- Continue to grow professionally in the scholarship of the discipline and in teaching effectiveness;
- Promote a classroom atmosphere of enthusiasm for learning and respect for other people and their needs and beliefs;
- Contribute to the operation of the total school program through professional support of the school's daily routine, rules and regulations;
- Participate meaningfully in the department's program for self-evaluation and the school's procedures for evaluation of teaching and teachers in order to achieve the highest potential as a contributing member of the school community;
- Supervise study halls, tutorial periods, and other activities in a professional manner which adheres

to the standards of the school;

- Write reports to parents periodically on student academic performance;
- Attend all faculty, department, professional, and advisee meetings as organized by the Administration;
- Understand and support all aspects of the Employee Handbook, Faculty Guidebook, and Student Handbook;
- Fulfill other responsibilities from time to time as requested by the Department Chairs and the Heads of the Middle and the Upper school;
- And, carry out other responsibilities and assignments as may be requested by the Headmaster.

Required knowledge, skills, and abilities:

- Excellent computer skills in a Microsoft Windows environment
- Working knowledge of Adobe Creative Suite, specifically Photoshop and Illustrator
- Experience with Digital Photography
- Ceramic creation using a pottery wheel
- Effective oral and written communication skills with students, parents, and co-workers
- Detail orientated
- Strong organizational skills
- Enthusiastic, flexible, and committed to students reaching high learning standards
- Ability to identify and resolve problems in a timely manner
- Excellent judgement
- Patient and flexible team player

Qualifications: Bachelor's degree required. Valid Driver's License required.